

**Pro Bono Partnership of Atlanta
Minutes for Board Meeting
February 21, 2012**

Members Present:

Briley Brisendine
Randy Cadenhead
Brent Houk
Betsy Griswold
Rick McMurtry
Pat Roberts
Jared Brandman
Faith Myers
Tom Rawls
Reggie O'Shields
Ben Garren
Shannon Pierce

Others Present:

Rachel Spears
Jerry Blanchard
Robyn Miller
Andrea Pendleton

Members Absent:

Kathleen Bardell
Amy Dosik
Tricia Kinney
Frank Landgraff

I. Governance

1. Randy Cadenhead moved to approve minutes from November's meeting, Faith Myers seconded. All unanimously approved.

II. Finance

1. Treasurer's Report-Jerry Blanchard distributed the Treasurer's Report to the Board. He noted that funds in the money market account are growing at a slow rate because of low interest rates. Jerry suggested the Board may want to consider transferring a portion of the funds to other investment vehicles such as a CD or other type of account.
2. Financial Statements-Rachel Spears distributed the 2011 Financial Statements. She noted that the statements included \$80,000 in restricted grants and some donations received in early 2011 counted as year end gifts for 2010.
3. Budget-Rachel Spears noted that some modifications were made to the draft budget. Income from individual giving was increased. Expenses were added or increased for payroll taxes, medical insurance, unemployment, donor software and a donation to Georgia Legal Services Program for webcast technology.
4. Accountant Engagement-Rachel Spears stated that the Partnership received a quote of \$5,300 from Gross Duke Nelson to prepare the Partnership's 2011 IRS Form 990 and reviewed financial statements. Shannon Pierce moved to accept the quote from Gross Duke Nelson to prepare the Partnership's 2011 IRS Form 990 and reviewed financial statements, Reggie O'Shields seconded. All approved.

III. Executive Director's Report

1. Strategic Plan Update-Goals through 2014 were added to the strategic plan spreadsheet.
2. Staffing Subcommittee-A Staffing Subcommittee was formed in November 2011 to determine if there is enough money available for the Partnership to make a new hire and assist in the evaluation of the job duties for that employee. A discussion with the accountant determined that it is likely that funds are available to make a new hire. The Subcommittee plans to get advice from Anne Whitaker with Counsel On Call and will make a staffing recommendation by May.
3. Volunteer Appreciation Event-The Volunteer and Donor Appreciation Reception was held at Sutherland on January 24. The Board said that they did not have a preference for whether future receptions were held at a corporation or law firm. The feedback received from attendees at the event was positive.

IV. Fundraising

1. Year end donations-The Partnership was successful in encouraging donors from law firms and corporations to give earlier in the year and year end giving was also strong. Betsy Griswold suggested that a Sponsorship Subcommittee be formed to see if there are ways to for Pro Bono Partnership of Atlanta to obtain additional sponsorships and donations. Betsy Griswold will lead the Sponsorship Subcommittee and Reggie O'Shields, Pat Roberts and Briley Brisendine will serve on the subcommittee.
2. ACC-GA Event-Proceeds from the ACC-GA Value Challenge Event will benefit the Partnership. The event will be on March 29, 2012 at Sutherland.

V. Executive Session

Next Meeting: May 15, 2012 at 3:30 pm, Location: Chamberlain Hrdlicka

Meeting Adjourned: 4:55 pm