

## Full Endowment Board Meeting: September 11, 2019

**Attendees:** John Hoerster, Nancy Isserlis, Mark Hutcheson, Bruce Brooks, Sal Mungia, Ellen Dial, Kay Frank, Beth Bloom, Dick Manning, Michelle Moersfelder, Judge Michael Schwab,

**Not in Attendance:** Mark Kamitomo, Rima Alaily, Eleanor Hamberger, Ron Knox, Margaret Niles, Gail Mautner

*Executive Session Starts: 12:00pm*

*ES ended 12:24pm*

*Meeting start 12:24pm*

- Minutes are moved to approve by John Hoerster and are second by Nancy Isserlis.

### President's Report:

- John Hoerster delivered the President's Report which included the following highlights.
  - Reported that the EEJ board will make the spending policy decision after the November Board Meeting.
  - The EEJ board will not meet in October
  - The EEJ will focus on strategic planning and the relationship between EEJ and LFW after the Reach 20 Campaign. There has been no previous strategic plan for the EEJ.

### Committee Reports:

#### Operations and Investments:

- Bruce Brooks delivered the Operations and Investments report and summarized what will be discussed in more detail at the November board meeting. Highlights included the following.
  - Review of Q2 and Q3 update will be held at the November Board meeting.
  - To date, the investments results have not repeated last year's Q4 performance. The results have been mixed to date.
  - Sending Policy:
    - The committee met last week to go over the EEJ/LFW discussion in July.
      - LFW board would be open to providing another match provided that the EEJ Board will maintain the spending policy through 2020. This is based on financial direction from LFW and the projected IOLTA rates.
      - The proposed match is assumed that it would be the last one for awhile.
    - The committee also reviewed various scenario planning:
      - All models assume that there would be no change in distribution to 2019.
      - Models range from:
        - Staying at 5% in 2020 and getting a match
        - Stay at 5% in 2020 and not getting match
        - Stepping down in 2020, no match
        - Scaling down at 2020
    - Historically the distribution to LFW has been at 5%, which is relatively high in comparison to similar sized Endowments which give at 4%.

- Long-term projections from Canterbury found that the distribution would be roughly 4.7% after inflation returned.
- Expenses and Distribution:
  - EEJ Board should consider expenses as money being taken from fundraising and not a deduction from distribution to LFW. Expenses have historically been paid with cash on hand and not from the investment portfolio.
  - Current practice has been to deduct expenses before distributing funds to LFW.

#### Board Support:

- Kay Frank provided the Board Support report and shared that several board member's terms are ending at the end of 2019. Kay Frank encouraged those members to think about an extension through 2020, and to notify herself and Melinda Mann on whether they will renew, extend, or leave the board.
- It was also reported that Board evaluations will be on the way later in the fall and that the committee will be working to create a pipeline for new board members.

#### Donor Engagement:

- Sal Mungia provided the Donor Engagement report and shared the following highlights.
  - The donor appreciation event at NAAM
    - There was an impression that everyone had a good time at the event. Also, Justice Gonzales spoke.
    - The event also featured an art exhibit that was fun and engaging.
  - Upcoming events:
    - EEJ reception on Nov. 13
    - Paula Boggs Concert. Nov. 19
    - 2020 GML Feb. 14

#### Communications:

- Ellen Dial shared the Communications report and shared the following highlights.
  - The committee met August 28<sup>th</sup> and discussed who the EEJ's target audience and priority tiers are. The list will be finalized and sent out to the board at a later time.
  - National messaging (The All Rise Campaign) was reviewed. The campaign aims to increase awareness and educate the public about the civil justice crisis.
  - Splainers, a two minute informational video explaining civil legal aid at a high level, was discussed and is currently in progress.
  - Board cards were made and distributed to the full board.

#### LFW/Endowment Liaison:

- Nancy Isserlis gave the LFW/Endowment Liaison report and shared that the LFW Board will meet in September to discuss their budget.

*Meeting end: 1:41pm*