

AGENDA ITEM

SEPTEMBER 50-1 to 50-5
Consent Agenda

DATE: September 17, 2007

TO: THE 2007-08 MEMBERS OF THE BOARD OF GOVERNORS

FROM: Judy Johnson

The following matters are on the Consent Agenda for the Board's October 8, 2006, Organization Meeting:

50-1 Bank and Safe Deposit Authorization

The State Bar maintains nine commercial accounts with Wells Fargo Bank, one general account in San Francisco, one special account for payroll, one petty cash account in Los Angeles, two special accounts (lock box) for membership and application fees, two special accounts (lock box) for funds received for Admissions and two special accounts (lock box) for funds received for Legal Services Trust Fund and Legal Specialization. The State Bar also maintains an account with U.S. Bank National Association for the purpose of credit card processing. Investment accounts are maintained primarily with Wells Fargo Bank and the Local Agency Investment Fund in the State Treasury.

Those authorized to sign are the same Board members noted in the resolution and the Executive Director, Deputy Executive Director, Chief Financial Officer, and Finance Managers. Any of the persons enumerated in the following proposed resolution may sign withdrawal orders, transfer orders and checks except that

- (a) checks of \$75,000.00 or more require the manual signatures of any two of the positions listed above.
- (b) checks less than \$75,000 drawn on a general commercial account may be signed through a check-signing machine utilizing a signature plate engraved with the name of the Executive Director, Judy Johnson.
- (c) transfer of funds from one State Bar account to another State Bar account may be signed by any one of the authorized persons.

Those authorized to sign on checks drawn in the Los Angeles office upon the Los Angeles commercial account are the Administrative Services Director, Human Resources & Employee/Labor Relations Manager, and the Operations and Management Director except that

- (a) checks for less than \$3,000.00 drawn in the Los Angeles office upon the Los Angeles commercial account require only one signature of any of the above listed persons.
- (b) Any single check of \$3,000.00 or over requires the signature of any two of the above listed persons.

The banks have stated that they will accept the signatures of the authorized signatories endorsed on the following resolution in lieu of individual signature cards for each account.

Accordingly, it is in order for the Board to adopt the following resolution authorizing the foregoing persons to act as herein above described. Its adoption is recommended:

RESOLVED that authority heretofore granted to persons to sign transfer orders and checks upon the various State Bar accounts and to have access to the State Bar safe deposit box is hereby revoked; and it is

FURTHER RESOLVED that each bank in which the State Bar maintains an account or safe deposit box shall be furnished a copy of this resolution and be notified that the names of the members of the Board, the Executive Director, Deputy Executive Director, Chief Financial Officer, and Finance Managers, who are now so authorized to sign withdrawal orders, transfer orders and checks and authorize transfer of funds from one State Bar account to another State Bar account are as follows:

Jeffrey L. Bleich	President and Board Member
Danni R. Murphy	Treasurer / Vice-President and Board Member
Ray Farrish	Finance Manager
Robert A. Hawley	Deputy Executive Director
Judy Johnson	Executive Director/Secretary
James N. Penrod	Vice-President / Board Member
Peggy M. Van Horn	Chief Financial Officer
Christine Wong	Finance Manager

Signatures required for various transactions are:

For checks drawn on a commercial account:

- (a) any single check of \$75,000.00 or more requires the manual signatures of any two of the positions listed above
- (b) any single check less than \$75,000.00 may be processed through a check signing machine utilizing a signature plate engraved with the name of the Executive Director.

Authority is hereby granted to any two of the above persons to open cash accounts for the State Bar of California at securities brokerage firms and to place orders in such account to purchase securities.

Transfer of funds from one State Bar account to another State Bar account, whether requested by telephone, internet, fax, orally or in writing requires the signature of any of the persons listed above.

In addition, for checks drawn on the Los Angeles commercial account:

- (a) Any single check less than \$3,000.00 requires the signature of one of the following:

Luanne T. Kamiya	Administrative Services Director, Los Angeles
Gilda Munoz	Human Resources Manager, Los Angeles
John R. Rodriguez	Operations and Management Director, Los Angeles

- (b) Any single check of \$3,000.00 or over requires the signature of any two of the above listed persons.

50-2 Permission for Board Members to be Absent from State

Traditionally the Board has adopted the resolution set forth below to avoid any questions arising from an absence from the state for more than 60 days, and accordingly its adoption is recommended:

RESOLVED, pursuant to Government Code, section 1062, that each member of the Board of Governors is granted permission to leave the State of California at any time during the incumbency of the present Board and is authorized to remain absent from the state for a period longer than 60 days.

50-3 Resolutions of Thanks

It is customary for the Board to adopt certain resolutions of thanks and appreciation at the conclusion of its Annual Meeting. It is suggested, therefore, that the following resolutions be adopted in connection with the 2007 Annual Meeting:

RESOLVED that the Board hereby expresses its appreciation and thanks to the Office of Section Education and Meeting Services for its diligent and devoted work in connection with the 2007 Annual Meeting of the State Bar in Anaheim, and its contribution in making this convention a highly successful one.

RESOLVED that the Board hereby expresses its appreciation and thanks to the Foundation of the State Bar of California for cosponsoring the State Bar Luncheon on Thursday, September 27, 2007, in Anaheim, and its contribution in making the 2007 Annual Meeting a highly successful convention.

RESOLVED that the Board hereby expresses its appreciation and thanks to the State Bar's Business Law Section for cosponsoring the State Bar Breakfast on Friday, September 28, 2007, in Anaheim, and its contribution in making the 2007 Annual Meeting a highly successful convention.

RESOLVED that the Board hereby expresses its appreciation and thanks to Robert Half Legal, St. Francis Vineyards and Winery, Thomson West, ProDoc, Inc., Lexis Nexis, *The Recorder* and *Cal Law*, and Business Law, Intellectual Property Law, Real Property Law, and Trusts and Estates Sections, for their gracious assistance in connection with the 2007 Annual Meeting of the State Bar in Anaheim, and their contributions in making this convention a highly successful one.

RESOLVED that the Board hereby expresses its appreciation and thanks to CEB for cosponsoring the State Bar Luncheon on Saturday, September 29, 2007, in Anaheim, and its contribution in making the 2007 Annual Meeting a highly successful convention.

50-4 Canvassing Board Certification of the Board of Governors Election

Attached is a copy of the certification of ballots by the Canvassing Board for the 2007 election for the Board of Governors. Also attached for your convenience are the tally sheets of the Board of Governors elections held in districts 2, 3, and 7 (2 seats); Mr. William N. Hebert ran unopposed and was deemed elected to the Board representing district 4.

It is requested that the Board receives with thanks and orders filed the Certificate of the Canvassing Board by adoption of the following resolution:

RESOLVED that the Board hereby receives with thanks and orders filed the Certificate of the Canvassing Board, dated July 12, 2007, for the 2007 State Bar Board of Governors election; and it is

FURTHER RESOLVED that William N. Hebert was deemed elected in district 4; and it is

FURTHER RESOLVED that the following are declared elected as members of the Board of Governors of the State Bar of California:

Paul A. Kramer, Jr.	District 2
Patricia P. White	District 3
Michael d. Marcus	District 7, Office #1
Rex Heinke	District 7, Office #2; and it is

FURTHER RESOLVED that the President is authorized at the 2007 State Bar Annual Meeting to report the receipt and filing of the certified count and to officially declare the results of the election.

50-5 Resolution of Appreciation to Outgoing President and Board Members

It is customary for the Board to recognize the President and those members of the Board whose terms have expired, and to express appreciation and thanks to them for their outstanding contributions to the Board, the bar, the membership, and the public during their tenure. Therefore, it is recommended that you adopt the following resolution of appreciation to the outgoing President and Board members.

WHEREAS, Sheldon H. Sloan, President, and Ruthe C. Ashley, Marguerite D. Downing, Jo-Ann Grace, and James a. Scharf, members of the Board of Governors, have served this Board and the State Bar of California with devotion and distinction; and

WHEREAS, it is appropriate that the minutes of this meeting officially record the warm gratitude and respect, both personal and professional, of their fellow Board members;

NOW, THEREFORE, BE IT RESOLVED that the Board of Governors hereby expresses to Sheldon H. Sloan, President, and Ruthe C. Ashley, Marguerite D. Downing, Jo-Ann Grace, and James a. Scharf, members of the Board of Governors, its sincere appreciation for their admirable accomplishments and selfless efforts expended on behalf of the State Bar, and also expresses to them the high esteem and personal affection of their fellow members of the Board.