

## **AGENDA ITEM**

**704 SEPTEMBER 2015**

**DATE:** September 21, 2015  
**TO:** Members, Board of Trustees  
**FROM:** Robert A. Hawley, Deputy Executive Director  
**SUBJECT:** Appointment of Successor Secretary

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### **EXECUTIVE SUMMARY**

This item seeks Board of Trustees action appointing current Executive Director Elizabeth Parker as Secretary to the Board of Trustees in lieu of Acting Secretary and Deputy Executive Director Robert Hawley.

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### **BACKGROUND/DISCUSSION**

The Secretary of the Board is defined by statute. The Secretary is to be selected annually by the Board and need not be a member of the State Bar. (Bus. and Prof. Code, section 6022.) The Secretary serves within the parameters set by the Board (Bus. and Prof. Code, section 6024), other provisions of the State Bar Act (Bus. and Prof. Code, section 6001 *et seq.*), the Supreme Court and other appropriate provisions of law. Officers of the State Bar including the Secretary, continue in office until their successors are duly appointed. (Bus. and Prof. Code, section 6023.)

Historically, the position of Secretary has been held by the Executive Director. Former Executive Director Judy Johnson was Executive Director/Secretary. Former Executive Director Joseph Dunn was Executive Director/Secretary. Upon Joseph Dunn's departure, Acting Executive Director Robert Hawley was appointed to serve as Acting Secretary. With Mr. Hawley's departure at the end of September, it is appropriate to assure that the Secretary's position is filled. The recommended choice for this is current Executive Director Elizabeth Parker. The action recommended here would make Elizabeth Parker Executive Director/Secretary effective with the action taken here.

### **FISCAL/PERSONNEL IMPACT**

None.

## **RULE AMENDMENTS**

None.

## **BOARD BOOK IMPACT**

None.

## **RECOMMENDATIONS**

It is recommended that the Board of Trustees appoint Executive Director Elizabeth Parker to serve as the Board's Secretary effective immediately and adopt the following resolution to do so:

**RESOLVED**, that the Board of Trustees appoints Executive Director Elizabeth Parker to serve as Secretary and Executive Director replacing Acting Secretary Robert A. Hawley, effective with this action.