

# **AGENDA ITEM**

**30-3 OCTOBER 2015**

**DATE:** October 11, 2015

**TO:** Members, Board of Trustees

**FROM:** David Pasternak, President

**SUBJECT:** Proposed Amendments to Multi-Year Board Meeting Schedule for 2015-2016 and 2016-2017

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## **EXECUTIVE SUMMARY**

This item would amend the Multi-Year Board meeting schedule of regular meetings for 2015-2016, which was approved by the Board of Trustees March 13, 2015, to designate the dates and location for the 2016 January Planning Session meeting. It would also set the dates for the 2016-2017 board meeting schedule.

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## **BACKGROUND**

In 2016, the Multi-Year Schedule of Board of Trustees Meeting currently provides that the location of the January Planning Session is "To Be Decided." This item asks whether the Board wishes to establish either San Diego on January 22 & 23 or Monterey on January 25 & 26 as the location for the January Planning Session.

In May 2015, in consultation with Vice-President Heather Rosing and Treasurer Michael Colantuono, and approval by President Craig Holden, staff conducted a cost and availability survey of possible locations for the 2016 Board of Trustees Planning meeting. It was determined that the most cost effective location was the Sheraton San Diego over the Board approved meeting dates of Thursday, January 21 through Saturday, January 23, 2016.

A contract was executed with the Sheraton San Diego with a guest room rate of \$199. On August 20<sup>th</sup>, President-Elect David Pasternak requested that staff explore the possibility of moving the Board of Trustees planning meeting from San Diego to Monterey to coincide with the meeting of The Conference of Chief Justices (CCJ), which is a national organization founded in 1949 to provide an opportunity for the highest judicial officers of the states to meet and discuss matters of importance in improving the administration of justice, rules and methods of procedure, and the organization and operation of state courts and judicial systems, and to make recommendations and bring about improvements on such matters. Chief Justice Tani G. Cantil-Sakauye is the 2016 host for the CCJ at the Hyatt Regency Monterey.

Staff has explored accommodations in Monterey, and is able to secure rooms at the Hyatt Regency Monterey from Sunday, January 31 – Tuesday, February 2, 2016 at a guest room rate of \$159.00 per room which is \$40.00 less than the San Diego room rate (\$199.00). However, since the State Bar has already contracted with the Sheraton San Diego, a meeting cancellation of fee of \$18,850 would be due, therefore annulling any savings on room rates.

In order to avoid a meeting cancellation fee of \$18,850, in the event that the planning session moved to Monterey in 2016, staff communicated with the Sheraton San Diego to inquire about the possibility of moving the 2016 reservation to 2017. The hotel was amenable, however, the meeting dates would move from the third full week in January (January 22-23) to the fourth full week (January 29-30). The room rate would increase from \$199.00 to \$229.00, increasing costs by an average of \$4,000 for 2017 compared to either Monterey or San Diego in 2016.

The average cost for the planning session over the last two years has been \$33,000 which covers the hotel and catering expenses only and does not include individual travel expenses or speaker honorariums.

## **DISCUSSION**

Meetings of the Board of Trustees and Board Committees are those meetings that have been calendared by the Board by resolution. State Bar Rule 6.50(A). To assure attendance and access by the general public and to control costs of the meetings, State Bar Rule 6.50(E) requires that meetings of the Board or Board Committees be held at the State Bar's offices in San Francisco or Los Angeles unless the Board has approved by a majority vote a location within the state. A meeting outside of California requires a two-thirds vote. *Id.*

Consequently, the Board may approve the proposed amendments to its meeting schedule for 2016. However, a change to relocate the Board of Trustees Annual Planning Session in January 2016 from San Diego to Monterey will present several considerations: absorption of a meeting cancellation fee; a change in the meeting dates including the days of the week; because the 2016 dates have been approved and published some BOT members may have a conflict with the new dates; moving to Monterey will change the days of the meeting from Thursday – Saturday in San Diego to Sunday – Tuesday in Monterey; the new meeting dates in 2017 for San Diego are the last weekend of the month instead of the second to last.

## **ISSUE**

Should the Board's meeting schedule for 2016 confirm the location of the Board of Trustees Annual Planning meeting in San Diego for the approved meeting dates or reschedule the 2016 San Diego meeting to 2017 in San Diego and change the 2016 meeting dates and location to Monterey?

## **CONCLUSION**

The Board should designate the location of its 2016 Planning meeting and amend the calendar accordingly. The board should also set the dates for the 2016-2017 board meeting schedule.

## **FISCAL/PERSONNEL IMPACT**

The Planning meeting is budgeted annually. The potential cancellation fee for San Diego is an unbudgeted expense.

## **RULE AMENDMENTS**

None.

## **BOARD BOOK IMPACT**

None.

## **BOARD COMMITTEE RECOMMENDATIONS**

Should the Board of Trustees concur with the proposed amendments to the 2015-2016 Board meeting schedule and proposed dates for the 2016-2017 Board meeting schedule, adoption of the following resolution would be appropriate:

**RESOLVED**, that the Board of Trustees amends the regularly scheduled meetings of the Board as listed on the attached meeting schedule A.

or

**RESOLVED**, that the Board of Trustees amends the regularly scheduled meetings of the Board as listed on the attached meeting schedule B.

## **ATTACHMENT(S) LIST**

- A.** 2015-2016 and 2016-2017 Multi-Year Schedule A (San Diego)
- B.** 2015-2016 and 2016-2017 Multi-Year Schedule B (Monterey)