



Virginia Law Related Education Institute

3329 Doncaster Court
Virginia Beach, Virginia 23452

Board Meeting Agenda Electronic Meeting

Time: Electronic meeting closes at 11:59:59 on November 5, 2017

Location: Via email

- I. Call to Order (per email sent by the Chair)
- II. Approval of the Agenda (objections and requests for modification to jbrittan1@gmail.com by November 1, 2017)
- III. Approval of meeting minutes from August 18, 2017 (attached to email)
- IV. Reports
 - a. Executive Committee
 - i. **Vote needed:** To remove Arielle Poe from the Secretary position (Ms. Poe has been non-responsive to multiple contact attempts by the Chair and Executive Director).
 - ii. **Vote Needed:** To approve Taylor Treece, a member of VLRE, for the position of Secretary.
 - iii. The board executed the updated bylaws on August 18, 2017, with same being posted to the VLRE website.
 - iv. The VLRE website is operational! Thank you to Yoland Gao for his assistance in making the new website a reality.
 - v. The annual registration fee and annual report were filed with the Virginia State Corporation Commission.
 - b. Curriculum Committees
 - i. VLRE ran its first workshop for teachers, "Introduction to Mock Trial as Project Based Learning" at Lafayette High school in Williamsburg. The vice-chair and executive director thank Karen Lloyd and Professor Fredric Lederer for their assistance at the workshop.
 - ii. VLRE is working with the Williamsburg/James City County Public Schools on a possible pilot program involving Virginia Civics and Economics curriculum

extensions to include the Rule of Law and trial technique.

c. Pro Bono Committee

- i. The Chair and executive director met via phone with Sarah Carr of the Fourth Circuit Court of Appeals regarding collaboration with the federal courts and VLRE. The meeting was productive, with VLRE sending follow-up information to Ms. Carr. Thank you to the National High School Mock Trial Competition for their assistance.
- ii. VLRE needs volunteers for the 2018 NHSMTTC.

d. Finance Committee

- i. The Treasurer will submit a financial statement via a separate document.
- ii. **Vote needed:** To adopt certain financial policies for VLRE (to be submitted to the board in a separate document)
- iii. The Treasurer requested and the executive director agreed to file an extension for our IRS Form 990 (to be filed) and Virginia Charitable Solicitation form 102 (request pending). The treasurer and executive director will make these filing in December once the chart of accounts is complete.

e. Mock trial committee

- i. Early registration for the VHSMTTC has yielded seven teams, include one new team from Arlington (Washington-Lee HS) and six of the nine teams from last year.
- ii. Registration begins on October 16, 2017.
- iii. The GoVLRE portal has 13 possible teams interested in the competition, along with contact with a team from Washington DC.
- iv. Per the National High School Mock Trial Competition, we are accepting registrations from teams located in Washington DC.

V. Old business - None

VI. New Business

- a. See the above votes needed and report votes to the Chair at jbrittan1@gmail.com

VII. Comments and Announcements - As always, the Executive Director wishes to thank the Board for their time and dedication to VLRE.

VIII. Adjournment (per Chair upon receipt of all votes)