



Virginia Law Related Education Institute

3329 Doncaster Court
Virginia Beach, Virginia 23452

Board Meeting Minutes

Approved: June 9, 2017

April 2, 2017

Time: 12:15 pm
Location: William and Mary School of Law
613 South Henry St.
Williamsburg, Virginia 23185
In attendance: Janie Brittan, Esq. (chair)
Arielle Poe (Secretary)
Catherine Donnelly, Esq. (Mock Trial Chair)
Matthew Rossettini, CEO
Electronic proxy: Jessie Comba, Vice Chair
Nathan Green, At-Large

1. The meeting was called to order by Ms. Brittan
2. The agenda was approved.
3. Meetings minutes from the 1.28.17 (live) and 3.1.17 (electronic) meetings were approved.
4. The chair recognized the official start of the VLRE board two-year term of office.
5. The Executive Committee report included the CEO report. Per the CEO, the Memorandum of Understanding with William and Mary Law School was delayed per CLCT to best effectively submit the document to W&M law administration. We are also still waiting for definitive dates from CLCT to run seminars and the 2018 mock trial competition. The chair advised that she would help with securing dates. The CEO further noted that we still need a treasurer.
6. The Curriculum committee included a report from the CEO. The CEO advised that summer courses were being created with four distinct classes available for registration once the website is operational. All classes are law related

and are not about teaching the law *per se*. The classes being reviewed are trial procedure, foundations or law, and different types of law.

7. The pro bono committee included a report from the CEO that a database of volunteers is being assembled based on who participated in the mock trial competition.
8. The Finance Committee report include the CFO report by the CEO. After spending money for the trip to Hartford for national mock trial, there will be about \$3,000 left to plan for summer courses. We are fully insured. We are still waiting for charitable donation status and sales tax exemption.
9. The mock trial committee report was provided by the mock trial chair. The competition is running efficiently. The mock trial chair and CEO, acting as state coordinator, will monitor issues and make recommendations for amendments to the mock trial handbook as needed.
10. No old business was discussed
11. The following new business was discussed
 - a. The next board meeting is electronic and will close on June 1, 2017
 - b. The budget will be presented to the board for approval at this meeting.
12. There were no comments and announcements. The meeting was adjourned.

Recorded by Arielle Poe, Secretary