

PLTG Steering Committee Teleconference
Tuesday, April 21, 2009, 4:30pm
Meeting Minutes

Present:

Carol Gerber (President), Alan Fricke (Vice President-Secretary), Chris Brady (Co-Vice President-Secretary), Linda Harte (Co-Treasurer), Marilyn Hatcher (Treasurer), Lisa Reminick (Past President), Dennis Holly (Advisor) Nia Lourekas (Co-Vice President-Membership)

Not Present:

Roberta Gelb (Vendor Rep), Maria Reteguiz (Co-Vice President-Membership).

Proceedings:

Meeting called to order at 4:30 by President Carol Gerber

April 17 Meeting Recap: The meeting was made available via Webex and recorded. However, the file size makes sharing the recording somewhat unmanageable. It will be burned to CD for one member who requested it, and we discussed other ways to make future recorded meetings available. We determined that Mike Truese, PLTG web master, will be consulted on the feasibility of making recorded meetings available from the PLTG website.

Membership Process for 2009-2010: Linda Harte reported that approximately 44 or 45 memberships have been received to date. Last year there were about 80 at this time. Linda suggests another reminder be sent. About 20-25 unpaid registrations have been received. Maria and Nia will coordinate notifying these registrants. Nia will bring receipts to May meeting that we can give to attendees who have to pay guest fees.

May Meeting: Paul Hastings will host. Carol will check with Jean Marie Boswell about catering, i.e., is it permissible with Paul Hastings for PLTG to serve food catered from an outside vendor at the meeting. May is our diversity meeting and also the first of "Meet the Vendor" segments. In May, Encore Tech and Chelsea Office Systems will each have 5 minutes to present information about their companies. An announcement that voting on bylaws will take place in June will be made and hard copies of proposed new bylaws showing changes will be available.

June Meeting: "Training on the Cheap" will be the topic of the June meeting. Our best recommendations for free or cheap training advice will be collected and presented at ILTA's convention in August.

July Meeting: The July meeting topic will be document comparison software. Vendors Workshare Compare, Litera Change-Pro, and Esquire Compare Docs iRedline will each demonstrate their products using a challenging document that is being prepared by Roseann Wingate.

Future Meetings & Summer and Holiday Events: Roberta has possible venue for Summer party. A suggestion was made to have holiday party in January and call it a Winter party. Idea will be floated at May meeting.

Treasurer's Update: Linda Harte reported that the current balance is \$11,300.

Old Business

Bylaws: Carol will have copies available at May meeting so that members can familiarize themselves with changes prior to voting at the June meeting.

WebSite: Developer is adding piece to enable photo uploading. Dennis will send email to website committee to organize meeting to discuss forum.

New Business

Networking and Support: We discussed a "Job Seekers' Breakfast" that Law Technology News hosted in connection with the West Coast LegalTech and considered whether this is something that PLTG can provide or be involved with for New York. We decided to follow up with Monica Bay after the event to see what the results were and get more information.

Meeting adjourned at 5:00pm