

PACE UNIVERSITY

Elisabeth Haub School of Law

Alumni Association Board of Directors

MEETING MINUTES

November 15, 2023

6:00 p.m. Dinner and Networking, 6:15 p.m. Meeting Start
In Person and Via Zoom

- Present:** Patricia Bisesto, Esq. '92; Amanda Brody, Esq. '19; Michael Calandra, Jr., Esq. '05; Victoria Coleman, Esq. '07; Stephen Forte, Esq. '08; Lisa Gladwell, Esq. '10; Michael Goldstein, Esq. '06; Jennifer Gray, Esq. '06; George Haddad, Esq. '15; Jasmine L. Hosein, Esq. '12; Ashley Kersting, Esq. '16; James Lenihan, Esq. '91; Benjamin Lowenthal, Esq. '14; Mark Meeker, Esq. '09; Gail Mulligan, Esq. '09; Diana Neeves, Esq. '16; Jacqueline Parker, Esq. '95; Patrick J. Paul, Esq. '16; Raymond Perez, Esq. '00; Thomas Persico, Esq. '18; Christopher Psihoules, Esq. '12; Nicole Varisco, Esq. '10; Hon. Carole Levy '83 (Dir. Em.).
- Excused:** Rafael Corbalan, Esq. '15; Aharon Diaz, Jr., Esq. '12; Rebecca Gigliotti, Esq. '18; Michael Gilberg, Esq. '07; Michael Kremen, Esq., '08; Andrea Madrid, Esq. '12; Joseph Mazel, Esq. '97; Leanne Shofi, Esq. '94; James Garvey III, Esq. '80 (Dir. Em.); Joseph Martin, Esq. '91 (Dir. Em.).
- Unexcused:** Danielle Federico, Esq. '13; Michael Frankel, Esq. '03; Delonie Plummer, Esq. '18; Cassia Schaeffer, Esq. '15; Judson Siebert, Esq. '85; Andrew Teodorescu, Esq. '13
- Added attendees:** Liz Cuccinello, Esq. '99; Samantha Gordon, Executive Director, Alumni Relations and Association; Abigail Sprague, Senior Development Officer; Daniel Von Staats, SBA President

MEETING CALLED TO ORDER: 6:15 p.m.

MEETING QUORUM: Quorum met with 21 Directors by 6:30 p.m.

I Welcome

Jacqueline Parker

II Remembering Adele Lerman Janow

Alumni Board Members

- Adele was a founding member of the Alumni Board and she embodied the spirit and best aspects of Pace Law. Adele was a cheerleader for the school and a tireless supporter of the evening program, plus her energy, positivity and ability to connect with people was

particularly helpful given that several of our Board members were recruited by Adele. She will be sorely missed.

III President's Update

Jacqueline Parker

- **Honoring Adele Lerman Janow and Hon. Sandra A. Forster**
 - An endowed scholarship requires a minimum of \$50,000, and a current scholarship minimum is \$5,000. It is believed Adele has an endowment at Pace Law. Samantha Gordon (Sam) to verify.
 - Adele's obituary suggested donations to an animal rescue, but Sam advised that a non-profit cannot donate to another non-profit. Sam will provide documentation to support such a restriction on Alumni Board funds. Additionally, see note under the Board Engagement and Donations topic below.
 - The DEI Committee is dedicating their next event to Judge Sandra Forster.
 - An ad hoc committee was formed to advise on ideas for honoring Adele and Judge Forster. Volunteers for this committee include Jim Garvey, Joe Martin, Pat Bisesto, Jim Lenihan, Angie D'Agostino, Gail Mulligan.
- **Resignation from the Board:** Jeremy Farrington resigned from the Board in September. Many thanks to Jeremy for his work and dedication to the Board, law students, and the Alumni Association.
- **Board Engagement and Donations:** Donations from Board members were low and a large number of members did not donate. This impacts our ability to budget and plan usage of the funds. You may make your contribution to catch up on any missed 2022-23 donations and also make your 2023-24 donation this fall. Gail sent out an email with instructions on how to make a DIRECTED contribution to the Law Alumni Board.

Note regarding the collection, reporting, and use of Alumni funds ("Operating Account"):

Applicable By-law: Section 4.07. Duties and Powers of the Treasurer.

Collection and Reporting of Operating Account funds: *"It shall be the duty of the Treasurer, with the assistance of the Office of Development and Alumni Relations (or any successor thereto) to: (a) oversee the collection of funds for deposit into a segregated Board operating account (the "Operating Account"); (ii) periodically monitor the balance on deposit in the Operating Account; and (iii) report on financial activities and provide an accounting of all amounts on deposit in the Operating Account upon the reasonable request of any member of the Executive Board."*

As discussed at previous meetings, the Alumni Board should be a specific option on the drop-down menu, not a write-in) for contributions to the law school. Sam will follow-up and report on this requested change to the website.

Use of Operating Account funds: *"The Treasurer shall have the power to approve and consent to all requests to withdraw funds on deposit in the Operating Account; provided, that in no event shall the Treasurer grant any such approval unless such request: (x) was submitted by a duly elected member of the Executive Board or duly appointed chair of a standing committee identified in Section 9.02 hereof; (y) clearly identifies the proposed use of the proceeds and the estimated amount of the withdrawal; and (z) clearly supports Board initiatives, programming and/or activities."*

Sam will provide clarification on the source of any supposed restrictions on the use of Alumni Board Operating Account funds beyond those stated in the by-laws.

- **Alumni Engagement: Meetings and Committee Involvement.** Please reach out to your alumni connections and let them know about the LinkedIn Page, the events taking place on and off campus, and invite them to get involved in our Association (join a committee, plan an event, participate in a pro bono activity, etc.). Not sure how to contact someone? You can use the Alumni Directory [Access](#).
- **Fall Brunch – October 8, 2023:** Many thanks to Rebecca Gigliotti for hosting the Alumni Board Brunch at Patsy’s Roadhouse in Hopewell Junction, to Matt Donovan for great music and to many Board members for attending and welcoming alumni. Approximately 35 people attended the event and enjoyed delicious food and beverages. Alumni were happy to have an event closer to where they live. A couple of board members offered to purchase tickets for alumni unable to buy a ticket and confidential requests were to be sent to Sam. No requests were received by Sam by the deadline. It is our hope that Board members will continue to subsidize or look to support alumni who wish to participate in ticketed events but may be too financially challenged to do so.
- **Fall Fest – October 22, 2023:** Many thanks to Angie D’Agostino for inviting the Board to participate in Fall Fest on campus, and to Liz Cuccinello, Lisa Gladwell and Mark Meeker for welcoming law students and families on campus with Halloween treats at the Alumni Board table.

Note: The Alumni Board’s branded tablecloth, purchased in 2019, has been lost by the school. Sam stated the school alumni budget will not accommodate a replacement Alumni Board branded tablecloth until July, 2024. Until our replacement banner arrives, the school will provide a school tablecloth for any alumni events.

- **Demographics:** Did you know there are almost 9,500 law alumni? Most are in the NY, NJ and CT area. There are also a good number in CA and Florida.
- **Spring Alumni Board Bowling Event with 3Ls:** This event will be coordinated with Angie D’Agostino and is proposed for April to celebrate and welcome 3Ls to the Alumni Association.
- **NYS Bar Association Pace Networking Event:** The Pace University Development Office has decided not funding this traditional, annual event in January 2024 due to budget cuts. The cost was around \$2,000 - \$3,000.
- **Activities and Pace Budget Requests for 2024-25:** Please start planning now and discuss any proposed costs for the next year with Jackie Parker.
- **Donuts and Coffee for Finals or End of Classes:** The alumni used to host an on-campus table with donuts and coffee for law students during finals. Dan Von Staats, SBA President, believes students would really appreciate this. The first day of 1L finals is December 7th (Day: 10:00 a.m., Flex: 6:30 p.m.) and then again on Monday, December 11th. The Board’s Social Committee will handle this (with greater Board participation).

- Proposed Board meeting dates for the remainder of the 2023-2024 school year (networking at 6 p.m. and then starting at 6:30 p.m.):
 - Tuesday, January 23;
 - Thursday, March 28; and
 - Wednesday, June 5.

IV SBA President Update

Dan Von Staats

- **Successful Events this Semester**
 - Fall Fest
 - DJ Henry Memorial Fundraiser
 - Lunch & Learn with Westchester County District Attorney Mimi Rocah
- **Upcoming Events**
 - Professional Portraits on November 16 and 17
 - Finals Pizza Party on November 28
 - Toy Drive partnering with Angels of Light
- **Campus Community**
 - Many students are still troubled by events in Israel and Palestine
 - Several student organizations held a joint vigil on October 18
- **Key Events Planned for Next Semester**
 - Inviting ABA President Mary Smith to campus
 - Barrister's Ball
 - Out of the Darkness Walk w/ American Foundation for Suicide Prevention
 - Bowling with Alumni Association
- **Yearbook** – for the first time since 2002, the SBA is creating a yearbook for graduating students
 - Could use the Alumni Association's help in soliciting sponsors
- **Opportunities for Alumni Board to Support Students:**
 - Find sponsors for the yearbook
 - Partner on events/reach out to the SBA to help promote Alumni Association events to students
- **Discussion Items:**
 - Ideas to help support students in light of recent world events

V Alumni Board Committee Updates

- **BY-LAWS**

Mark Meeker

- **Changes to Standing Committees** - let us know if you have thoughts on the proposed 8 committees:
 1. By-laws
 2. Judicial, Career / CLE & Support Svs.

3. Alumni Benefits, Social Media & Referral Network
4. Pro Bono / Community Service
5. Social / Reunion
6. Diversity
7. Treasury / Fundraising / Budget
8. Nominating

- Board members are encouraged to submit proposed changes to the by-laws to Mark Meeker by the end of the third regular Board meeting of the school year.
- After the third regular Board meeting of the school year the By-laws Committee will meet via Zoom to discuss all proposed changes to the by-laws.
- At the fourth regular Board meeting of the school year the By-laws Committee will present the agreed upon proposed changes to the full Board for approval.
- Then the Board-approved proposed changes will be distributed to the broader alumni population in the email ballot, along with Board member nominations, for voting that concludes at the Annual Meeting (traditionally the spring PLAN event).

• **JUDICIAL, CAREER/CLE & SUPPORT SERVICES**

Victoria Coleman

○ **Members**

Chair, Victoria Coleman	victoriacoleman@taylorroot.com
Joe Mazel (Sup Ct Admissions)	Joe.mazel4@gmail.com
Benjamin Lowenthal	bsl@hpsslaw.com
Lisa E. Gladwell	lisagladwell@aol.com
Jennifer Gray	jgray@kblaw.com
Rafael Corbalan	rcorbalan@csglaw.com
Ashley Kersting	ak@mzw-law.com
Elizabeth Cuccinello	liz@cuccinello-law.com

- **Goals for 2023 -24 and Long Term:**
 - Host a Spring CLE with Lori Kanner
 - Discuss CLE planning with Lori Kanner for 24/25 year and how we can help.
 - Facilitate networking events for students and alumni.
 - Work with career development office to provide programs to assist students with preparing for and participating in interviews.
 - Provide Supreme Court Admission process updates and information.
 - Assist students and alumni in identifying resources and organizations that can be helpful in career development and their practice.
- **Action Items for Board Members:**
 - Plan schedule for committee meetings
 - Recruit assistance in sponsoring events (location/refreshments)
 - Career development office assist in communication with students regarding interview preparation
 - How do we get more alumni on the career site

- Post jobs on LinkedIn
 - Wellness ideas
 - **Supreme Court Admission updates:**
 - Remaining slots through October 2024 are filled due to Covid backlog. Reservation book will open first week of January 2024 for admissions ceremonies starting the October 2024 term.
 - Joe plans to submit a request at that time, for October-mid-November 2024, or March-April 2025.
- **ALUMNI BENEFITS. SOCIAL MEDIA & REFERRAL NETWORK** **Nicole Varisco**
 - **Goals for 2023:** Establish a more central/focused Pace Law referral network through social media.
 - **Short term:**
 - Identify the key platform that the law school is utilizing and whether it is the best platform to be utilized and publicize it.
 - Establish a greater presence on the selected social media platform through regular posting of updates, opportunities, and student/alumni features.
 - Increase participation and membership on the selected platform.
 - **Long Term:**
 - Consistently increasing viewership and engagement per post
 - Recruit more members.
 - Keep metrics re: referrals and their outcome.
 - Reach out to add alumni by class year to our platform.
 - **Action Items for Board Members:** once that platform that we intend to focus on is identified and set up, we will need all members to join and post/engage on it.
 - **Open or Discussion Items:** identify all platforms that we should be considering so we can decide which one/ones to focus on.
 - **Updates:** Our committee will be meeting on the second Wednesday of each month at 8:30 for ½ hour and all are welcome; we also have a slack channel and if you are interested in joining, please let us know as that is where we will be brainstorming.
- **PRO BONO/COMMUNITY SERVICE*** **Liz Cuccinello**
 - **Goals for 2023 -24:**
 - Compare past events for success/feedback/availability to repeat.
 - Have a goal number of pro bono or community service events planned by January 1, 2024, preferably with a schedule by end of January.
 - **Action Items for Board Members:**
 - Gather potential opportunities for pro bono options for students and/or alumni.
 - Gather potential community opportunities for students/staff/alumni to participate in.

- **Open or Discussion Items:**
 - Get access to previous events.
 - Have a point of contact at the University.

- **SOCIAL/ REUNION**

Delonie Plummer

- This committee's goals for the 2023-24 term include hosting 1-2 events in each region (*e.g.*, Westchester, New York City, Connecticut, New Jersey, and Rockland). Specifically, the committee seeks to host networking, activities, community service, and fundraising events.
- The committee would like assistance from the board in securing event space. We are open to hosting events jointly with law firms, corporations, small business, and/or the law school. We are also open to collaborating with other board committees to host community service and fundraising events.
- The committee is working toward planning a 2024 kickoff event in January 2024 in NYC and partnering with a NJ law firm to host a February 2024 networking event.

- **DIVERSITY**

George Haddad

- **Action Items for Board Members:**
 - Co-Sponsor fall event during Social Justice week- Event happened on Nov. 2, 2023.
 - CSG Law event in Feb./March 2024 - Members should spread the word / attend event.
 - Spring DEI CLE in April 2024 - Members should spread the word / attend the CLE.
- **Open or Discussion Items:**
 - Need answers from CSG to confirm event in NJ
 - Need to further coordinate with Lori and others to finalize April DEI CLE
- **Updates:**
 - Haub Law Presents New Community Speaker Series on Affirmative Action- Alumni Association co-sponsored event on Nov. 2, 2023

- **TREASURY/FUNDRAISING/BUDGET**

Gail Mulligan

- **Goals for 2023 -24**
 - Board Fundraising: Law School Project or Scholarship Fund
 - Board Donations for 2023-24
 - Pace Budgeting for 2024-25

- **NOMINATING**

Mike Frankel

- No report.

- **PACE COMMITTEE LIAISONS SUPPORT OF COMMITTEE WORK**

Samantha Gordon

VI PLAN Update

Mark Meeker

- A very successful PLAN event was held on October 25 at Ron Blacks Beer Hall in White Plains, attended by alumni, faculty and law students.
- Appetizers were supplied by Jackie Parker and Mark Meeker
- For some reason the school provided no assistance with publicity, and none of the school's engagement or development personnel attended.
- Traditionally, PLAN works together with the law school on a January alumni event in Manhattan during the NYSBA's annual meetings, but this year the university's development staff has decided to withhold funding

VII New Business

- **ALUMNI BOARD FINANCIAL MATTERS:**
 - Vote to reimburse Mark Meeker for expenses for Fall Fest '23 in the amount of \$56.95.
 - Lisa Gladwell made a motion.
 - Motion seconded.
 - All Board Members were in favor.
 - Vote to provide a gift card in the amount of \$100 to express our thanks to Matt Donovan for performing at the Alumni Brunch on October 8th.
 - Lisa Gladwell made a motion.
 - Motion seconded.
 - All Board Members were in favor.
 - Vote in anticipation of expenses for coffee and donuts for students during upcoming Fall Finals in the amount up to \$.
 - Lisa Gladwell made a motion.
 - Motion seconded.
 - All Board Members were in favor.
 - **Approval of smaller expenditures by the Executive Board (President, V.P., Treasurer and Secretary):**
 - Maximum amount: \$200
 - In case of a tie: the expense will be brought to the Alumni Board for a vote.
- **REPLACEMENT BOARD CANDIDATE:**
 - **Elizabeth (Liz) Cuccinello**, Esq. '99 expressed interest to Jackie Parker about a Pro Bono/Community Service Committee and agreed to Chair it. As we now have three vacant Board positions, it was suggested, and Liz agreed to join the Alumni Board.
 - Lisa Gladwell made a motion.
 - Motion seconded.
 - All Board Members were in favor.
 - Welcome to the Alumni Board, Liz!

VII Adjournment

Executive Committee