

May 15, 2012 Board Meeting Meeting Minutes

Meeting was called to order by President Michael Locklar, and the following people were in attendance:

Michael Locklar
Joe Beauchamp
Ted Ro
Norma Bennett
Anthony Matheny
Keana Taylor
Bryan Adams
Carlyn Burton
Mark Chretien
Luke Culpepper

The April 2012 Meeting minutes were reviewed and approved. Anthony Matheny moved, and Joe Beauchamp seconded, and the minutes were approved.

Treasurer's Report – Ted Ro gave an update on the final 2011 fiscal year report. Stated that there was a surplus of \$25,564 for 2011, but that this surplus did not take into account missing expenses yet to be added in. As for the April Treasurers' Report, there was a \$6,833 deficit for the month of April 2012.

Golf Tournament – Luke Culpepper provided an update for the upcoming Golf Tournament. Stated that everything was ready to go for the 30th. Also stated that one could sign up to just attend the dinner if desired.

Spring Happy Hour – Luke Culpepper reported that the Spring Happy Hour on May 3rd was a success. Approximately 50 people attended. And sponsor Esquire Deposition Solutions spent approximately \$2,000 on the event.

Joe Beauchamp discussed the HIPLA/AIPPI event on June 4th to be held in Houston. Joe noted that John Osha was organizing force behind the event. Joe also stated that there would be 7-8 speakers and a couple of panelists at the event.

Shawn Foster discussed the ongoing planning for the 2012 HIPLA Fall Institute. Shawn stated that he was contacting sponsors and that the speakers' attendance has been finalized. Shawn also stated that he was currently working on the menus. It was also noted that it was likely that most of the events would be held on the Moody Gardens' premises.

Regarding future Fall Institutes, the 2014 Fall Institute will be held in Galveston. A discussion ensued regarding the pros and cons of holding the 2013 Fall Institute in Houston versus Galveston. Inquiries as to having the 2013 Institute in Houston are still ongoing as the Houston hotels will not commit to pricing until October 2012.

Michael Locklar discussed the Houston Intellectual Property Paralegal Association's request for HIPLA's consent to HIPPA's certificate of formation. Michael spoke to HIPPA's president regarding the Board's concerns with HIPPA's name being similar to HIPLA's. HIPPA's president proposed either putting a disclaimer on their website indicating that they were separate and apart from HIPLA or changing their organization's name. No final decision has been made as of yet.

Ted Ro discussed merchant fees. HIPLA has been approached by someone offering to reduce the merchant fees that HIPLA currently pays to process credit card transactions. Ted stated that approximately 5.3% of HIPLA's funds go towards merchant fees. Ted will continue with his research regarding these fees.

Carlyn Burton announced that the new HIPLA representative to the Japan Patent Office (JPO) will be Ko Nakamura of Osha Liang. Ko will attend the JPO meeting later this summer. Ko has a substantial Japanese practice and is fluent in conversational Japanese.

The next board meeting to be held on June 19, 2012.

Bryan Adams moved to adjourn the meeting, Anthony Matheny seconded, and motion passed.