

AGENDA

**APPELLATE PRACTICE SECTION
EXECUTIVE COUNCIL MEETING
September 10, 2013
Sanibel Harbour Marriott Resort and Spa
17260 Harbour Point Drive
Fort Myers, Florida 33908
(239) 466-4000**

**Judicial Representatives and Executive Council members with
the Chair's permission may attend the meeting via teleconference**

**Call in #: 1-888-376-5050
Password: 1953840310**

I. Call to Order — Caryn Bellus, Chair

II. Introductions

Ceci Berman, Chair-Elect
Chris Carlyle, Vice-Chair
Duane Daiker, Secretary-Treasurer

III. Approval of Minutes (**Exhibit A**)

IV. Chair's Report

Overview of Key Events Since Last Meeting

A. Annual Meeting

1. Moot Court Finals
2. Discussion with the Court
3. 20th Anniversary Dinner
4. Dessert Reception
5. Adkin's/Pro-Bono

B. Outreach Committee and Appointments (**Exhibit B**)

C. Caryn Bellus and Nick Shannin speaking at July 19, 2013 Bar Leadership
Academy Fellow Meetings

- V. Treasurer's Report — Duane Daiker
 - A. Financial Statements (**Exhibit C**)
- VI. Old Business
 - A. Bar Leadership Academy
 - B. Report on DCA Judge's Conference — Ceci Berman
 - C. Revamping of The Guide — Rebecca Creed
- VII. New Business
 - A. Planning of Discussion with the Court
 - B. Executive Council Contact List (**Exhibit D**)
 - C. January 2014 — Meeting via Video Conference from DCAs
- VIII. Bar & Section Committee Reports
 - A. Council of Sections — Matt Conigliaro & John Hamilton, Representatives
 - B. The Florida Bar CLE Committee — Chris Carlyle, Representative
 - C. Continuing Legal Education — Jessie Harrell, Chair
 - D. Outreach Committee — Siobhan Shea, Chair
 - E. Pro Bono — Sarah Lahlou-Amine, Chair
 - F. Pro Se Handbook — Kimberly Jones, Editor
 - G. Programs — Robin I. Bresky, Chair
 - H. Public Advocacy/Legislation — Nick Shannin, Chair
 - I. Publications — Kristen Norse, Chair
 - 1. The Record — June Hoffman, Editor
 - 2. The Guide — Rebecca Creed, Editor
 - 3. Florida Bar Journal Articles — Brandon Christian, Editor
 - J. Website — Jonathan Streisfeld, Chair

- K. Historian — V. Hendricks, Chair
- IX. Announce Next Meeting — January 2014 — Via Video Conference from DCAs,
11:30 a.m./Lunchtime
- X. Adjournment

EXHIBIT "A"

MEETING MINUTES
APPELLATE PRACTICE SECTION
EXECUTIVE COUNCIL MEETING
June 27, 2013
Boca Raton Resort and Club

I. Call to Order

Chair Jack Reiter welcomed everyone to the meeting, and commented on the great turn out for the committee meetings this morning. Those in attendance introduced themselves.

II. Introductions

Chair-Elect, Caryn Bellus
Vice-Chair, Ceci Berman
Secretary-Treasurer, Chris Carlyle

Attendees:

Steve Brannock
Susan Fox
Tom Hall
Dorothy Easley
Michael Greenberg
John Hamilton
Rebecca Creed
Jessie Harrell
Calianne Lantz
Kimberley Jones
Bretton Albrecht
Betsey Gallagher
Angela Flowers
Matt Conigliaro
Kristin Norse
Tony Musto
June Hoffman
Judge Wendy Berger
Judge Rick Suarez
Judge Spencer Levine
Tyler Pitchford
Judge Stephanie Ray
Sarah Lalou-Amine
Duane Daiker
Ken Bell
Bryan Gowdy
Carrie Ann Wozniak

Steve Stark
Wendy Loquasto
Robin Bresky
Ivy Ginsberg
Kimberly Kanoff

III. Approval of Minutes

The minutes were approved by acclamation.

IV. Chair's Report

Chair Reiter thanked everyone who attended the prior video conference meeting at the District Courts of Appeal.

A. Overview of Key Events Since Last Meeting

1. Breaking News – Eleventh Circuit

Chair Reiter announced that he had breaking news to share with the Executive Council. The Eleventh Circuit yesterday issued General Order 39, which addressed the requirement that records excerpts be provided by the appellant. Matt Conigliaro commented that the practice of requiring excerpts had been a disaster for anyone had to undergo the process. Essentially, an appellant had to file record excerpts of everything referenced in their brief despite the fact that the court already had the materials. Further, five copies were required, and if oral argument was ordered, three additional copies were to be filed.

At the Eleventh Circuit seminar, the matter was discussed, with Bryan Gowdy in particular offering some criticism of the program. Mr. Conigliaro believed that the comments made at the Eleventh Circuit seminar were instrumental in changing the Eleventh Circuit's mind on the issue. After the seminar, the court asked for comments, and many were sent that were critical of the program. Presently there is an appendix requirement, which appears to be a compromise between the record excerpts and the way it was previously handled. Two copies are required (not five) though three are still required if oral argument is ordered.

2. Eleventh Circuit Appellate Practice Institute Seminar

Matt Conigliaro addressed the seminar, and noted that this was the fourth time that it was held (though the first time in Florida). In the past the seminar was held in Atlanta. Also in the past, the seminar traditionally lost money. Mr. Conigliaro noted that, despite the large costs to put on the seminar, the seminar finished roughly \$5,000 in the black due to the great attendance. Mr. Conigliaro noted that of the thirty presenters, only two asked for reimbursement. Mr. Conigliaro thanked the members of the

committee that put on the seminar, and mentioned that he wanted to get plaques for all the members (including those from out of state) to recognize all their hard work. He made a motion that the APS approve \$500 for plaques for the committee members, and Dorothy Easley seconded the motion. The motion passed without opposition.

V. Treasurer's Report

- A. Chris Carlyle noted the financial statements were in the materials, and they represented good news. The CLE revenue was up tremendously, over 300% of budget for the year. There were three special budget amendments that needed to be voted on, and Mr. Carlyle moved that the budget be amended to include them. Dorothy Easley seconded the motion, and it passed unanimously. Kristin Norse asked if there were any guidelines on what is to be kept in reserve, and Matt Conigliaro said that there were huge discrepancies in the amount of reserves that each Bar section held. There were no rules for what amount is appropriate. He encouraged the section to continue to build its so funds are available when they are needed.

VI. Old Business

- A. Report on DCA Judges Conference

Ceci Berman reported that the DCA Judges Conference will be held on Sunday, September 8th through Wednesday, September 11th at the Marriott Sanibel Harbour Resort and Spa. The conference will include the usual Sunday cocktail reception sponsored by the APS, and other great programs are offered, including a talk by Justice Clarence Thomas. The APS meeting will be held on Tuesday after lunch, and all of the attorney members will be allowed to attend the program on Monday. The program for attorneys will conclude on Tuesday afternoon, September 10th.

Judge Levine commented that the program was going to be excellent, and it includes a presentation from Judge Sykes of the Seventh Circuit and a question and answer period with Justice Thomas. He mentioned that it was a once in a lifetime event, and encouraged everyone to attend.

- B. Review and Revamping of *The Guide*

Kristin Norse reported that the publications committee met this morning, and they are continuing to work on revamping *The Guide*. She mentioned that "back in the day" it had a valuable purpose, though the question of its continued relevance was being considered. It is now on the website, and it is password protected. Also, the information is now also available in other places. She and Rebecca Creed believed that they did not want it to be password protected because it restricts access to the information. She thought that a proposal for revamping it could be

completed in six months. She asked if anyone had strong feelings about it.

Dorothy Easley mentioned that there were reasons to have it password protected. The membership had dropped, though it should be built back up. Offering benefits to only members of the section was a way to do that. Not having protected materials available only to members undermines the efforts to build the membership. Calianne Lantz suggested that we allow people to login one time as a guest and then require a password in the future. Chair Reiter asked that the publications committee consider all these suggestions before changes are made. Kristin Norse asked if it was possible to make the password and the access easier.

C. Leadership Academy

Matt Conigliaro addressed the new leadership academy that was established by Bar President, Eugene Pettis. The first class was presently passing through and they are looking for candidates for future classes. The leadership academy is targeting people that are not in leadership positions at this time, though they would be leaders in the future. He also mentioned that it has now been named the William Reece Smith, Jr. Leadership Academy.

VII. New Business

A. High School Moot Court Competition

Michael Greenberg commented on the high school moot court competition because Jack Aiello was unable to attend. A record number of briefs were submitted this year, and this is the third year that we have sponsored the event at \$1,000 per year. He mentioned that Jack Aiello wanted to thank us for our involvement, and Mr. Aiello will discuss our involvement further in September.

B. Creation of Historian

Chair Reiter mentioned that there was a proposal to create a committee to recognize the history of the section. The committee and the historian will memorialize and preserve the events undertaken by the section throughout its history. After twenty years, there must be many pictures in existence, and a historian could gather them and attempt to record what has gone on in the past. He moved that the first historian be V. Hendricks, who always had a camera present at previous events. A committee was also created to assist the historian, and that committee consists of: Steve Starke, Mike Greenberg, and Betsy Gallagher.

VIII. Bar & Section Committee Reports

A. Council of Sections

John Hamilton mentioned that the council had not met, and would be meeting on Saturday. Matt Conigliaro said the council of sections had been considering a fee waiver for government attorneys concerning CLE courses. This section had

decided to oppose such a move. A proposal was made to let the sections decide the issue for themselves. The question is whether we should eliminate all fee waivers or keep them for judges and legal aid attorneys, and the council of sections wanted to gauge the Executive Council's reaction to this proposal. John Hamilton mentioned that the assumption was that we would want to keep the situation as it presently is.

Tony Musto was at the Bar CLE committee meeting, and said the number of people who attend via waivers is small, and if a judge wanted to attend it was a positive thing that would outweigh the cost. He also mentioned that those legal aid attorneys (of which there are a small number) really need fee waivers. He thought that the impact would be very minimal, and he supported leaving the policy in place.

Chair Reiter asked when the issue would come up again, and Matt Conigliaro told him that it was going to be considered on Saturday. Tom Hall commented that this comes up every few years, and noted that there was another exception that members of the press can attend for free. A year ago, there was a narrow proposal to let government lawyers serving as clerks to judges be allowed to attend CLEs for free, though it was defeated. He suggested leaving it the way it is. Chair Reiter asked about the fiscal impact of the fee waivers. Dorothy Easley moved that we keep the current CLE policy in place, and the motion was seconded by Mike Greenberg. To clarify, the vote was on the section's position on CLE issue, and authorizing our representatives to inform the council of our position. The motion passed unanimously.

B. The Florida Bar CLE Committee

Tony Musto attended the bar CLE meeting this morning. The only other issue (beyond CLE policy) involved the issue of E-Books. That issue did not get a warm welcome before the committee.

C. Continuing Legal Education

Jessie Harrell reported that the section made \$8,000 on telephone CLEs (though we can only keep \$5,000) and \$36,000 overall on CLEs. She mentioned that the overall feeling was to lower the price of the telephone CLEs and make them more of a section service than a moneymaker. She reported that, this year, the review course was done for the first time as a webcast. The expenses are greatly reduced by doing this, and attendance is down for live events. She introduced Tyler Pitchford as the new chair for the telephonic CLEs, and thanked Duane Daiker for his service in that position. Please contact Tyler regarding potential topics or speakers.

Concerning upcoming seminars, the certification review seminar will be held on January 16th, the Art of Objecting (which is traditionally a moneymaker because it appeals to other groups such as the trial lawyers) will be held on March 14th. The Inside the Second DCA seminar would likely be held in May.

D. Outreach Committee

Robin Bresky thanked Wendy Loquasto for her involvement with the outreach CLEs and noted that they had two programs in May, and one in June. Things the Outreach Committee had been working on are: 1) getting judges to the moot court that was being held this week; 2) working with Dorothy Easley on the anniversary dinner; and, 3) getting liaisons in place to work with other associations. She also thanked Siobhan Shea who could not be present.

E. Pro Bono

Sarah Lahlou-Amine said she was working with the Clerks' offices to get referrals of pro bono cases. She also mentioned that she is working on getting people to be members of the section if they volunteered to assist with pro bono appeals. John Hamilton was heading up a program for mentoring of those who take these appeals, and attorneys were needed to take on criminal appeals. Mr. Hamilton really encouraged participating in criminal cases, and assured those who are not criminal practitioners that they would be able to handle them. She mentioned that, if money allowed, perhaps the pro bono program could be considered.

John Hamilton spoke on the mentoring program, and said some of the criminal pro bono referrals have requested mentors. He urged members to serve in that role even if they do not have extensive experience in criminal matters. Ms. Amine mentioned the requests that come from the Florida Supreme Court are usually narrow, and the issues are clearly defined. Dorothy Easley noted that we needed a good screening process to determine which cases would be taken, and that a good intake form would be helpful. She had a form that she would circulate.

F. Anniversary Committee

Dorothy Easley said the idea for a 20th anniversary celebration was Tony Musto's, and she mentioned that a great program that had been organized. She thanked all those that had worked on the event, and gave special thanks to Mary Ann Obos. Robin Bresky was instrumental in getting the venue. Justice Polston was slated to give the keynote speech at the event. Chair Reiter thanked Dorothy for her work.

G. Pro Se Handbook

Kimberly Jones reported that Bretton Albrecht would be serving as vice-chair for the handbook. The last chapters were being updated, including on foreclosures. Once the English version is updated, the website will be also, and they are working on getting it on the websites for the various courts. Tom Hall suggested that he would be able to help coordinate with the various courts.

H. Programs

June Hoffman reported that the dessert reception would be held tonight with a Great Gatsby theme from 9-11. As a special treat, there will be an orchestra with excellent musicians. The expenses historically run from \$8,000 to \$11,000, and she is confident that we will make a profit on the event. She also thanked all of the 17 sponsors, and encouraged everyone to attend.

I. Public Advocacy/Legislation

Nick Shannin (chair) was not present to give a report, and there was no news to share with the Executive Council.

J. Publications

Kristin Norse mentioned that there were a lot of good ideas that were discussed at the publications committee meeting that morning.

1. The Record

Ms. Norse reported that the new edition of the record would be out in a few weeks. June Hoffman had taken over, and they need people to provide a recap of events held at the Bar meeting.

2. The Guide

Rebecca Creed reported that they were revamping The Guide, and that they had a lot of volunteers to help in the effort already in place. However, they need a volunteer for the 11th Circuit portion of The Guide.

3. Florida Bar Journal Articles

Ms. Norse reported that they were generally doing well concerning articles, though that some more were needed. Five articles are in the publication process.

K. Website

Jonathan Streisfeld was not present, though Chair Reiter commented that he does a great job of maintaining the website.

IX. Closing Remarks and Elections

A. Schedule of Events

Chair Reiter encouraged everyone to attend the moot court program, the discussion with the Court, the dinner, and the dessert reception.

B. Elections

Chair Reiter mentioned that everyone had a ballot with the proposed slate of officers and Executive Council. They are:

Chair: Caryn Bellus
Chair-Elect: Ceci Berman
Vice Chair: Chris Carlyle
Secretary/Treasurer: Duane Daiker

Executive Council:

2 year term ending in 2015:
Tyler Pitchford

3 year term ending in 2016:
Jonathan Striesfeld
Calianne Lantz
Jessie Harrell
Kimberly Jones
Brandon Christian

A motion to accept the slate was seconded, and it was passed unanimously.

C. Closing Remarks

Chair Reiter thanked all who helped, and noted that it was team effort. He then handed out awards to those who had given great service to the section.

X. Next Meeting —

The next meeting will be held on September 10, 2013 at the Sanibel Harbour Marriott Resort & Spa in Fort Myers.

XI. Adjournment

The meeting was adjourned.

Chris Carlyle,
Secretary/Treasurer

EXHIBIT "B"

Outreach Committee Liaisons

(as of September 4, 2013)

Chair	Siobhan Shea
APS Outreach Members at Large	Grace Mackey Sue-Ellen Kenny
FLORIDA BAR SECTIONS	
Florida Bar Real Property Section	Kenneth Bell
Florida Bar Family Law Section	Shannon Carlyle
Florida Bar Entertainment and Sports Law Section	
Florida Bar Government Law Section	
Florida Bar Health Law Section	
Florida Bar Criminal Law Section	Calianne Lantz Harvey Sepler
Florida Bar Business Law Section	Donna Greenspan Solomon
Florida Bar Appellate Court Rules Committee	Angela Flowers
Florida Bar Rules of Judicial Administration	
Florida Bar Appellate Practice Section Mentor	John Hamilton
Florida Bar Council of Sections	Matt Conigliaro
Florida Bar Equal Opportunities Law Section	
Florida Bar Leadership Academy	Michael Davis
Florida Bar Young Lawyers Division	Andrew Manko
American Bar Association Council of Appellate Lawyers	Steve Brannock
American Bar Association Litigation	

FLORIDA COURTS	
Supreme Court	
First DCA	Andrew Manko
Second DCA	Celine Humphries
Third DCA	Thomas Ward
Fourth DCA	Melynda Melear
Fifth DCA	Chris Carlyle
FLORIDA COURTS - HISTORICAL	
Supreme Court Historical	Raoul Cantero
First DCA Historical	
Second DCA Historical	Celine Humphries
Third DCA Historical	
Fourth DCA Historical	Preethi Sekharan
Fifth DCA Historical	
COUNTY BAR ASSOCIATIONS	
Broward County	Jonathan Osbourne
Hillsborough County	Ceci Berman
Jacksonville Area	
Marion County	Angela Flowers
Martin County	
Miami-Dade County	Jack Reiter
Monroe County	
Orange County	David Knapp
Palm Beach County	Manny Farach
Tallahassee Area	Wendy Loquasto

EXHIBIT “C”



THE FLORIDA BAR

APPELLATE PRACTICE SECTION

JULY 2013 FINANCIAL STATEMENT

OVERVIEW

YTD REVENUE:	\$30,410
YTD EXPENSES:	\$905
YTD NET:	\$29,505
BEGINNING FUND BALANCE:	\$276,503
TOTAL CURRENT FUND BALANCE:	\$306,008

Total Current Membership: 1573 Members

	YTD 12-13 Actuals	YTD 13-14 Actuals	Budget	Percent Budget
<u>Appellate/Advocacy Law</u>				
31431 Sect Dues	44,720	44,880	55,000	81.60
31432 Affil Dues	0	0	190	0.00
31433 Admin Fee to TFB	-19,583	-19,635	-24,063	81.60
Total Dues Income-Net	25,137	25,245	31,127	81.10
32191 CLE Courses	0	0	20,000	0.00
32196 Cospons Share	0	0	17,500	0.00
32293 Sect Differential	985	560	6,000	9.33
35202 Spons Reception	0	0	12,500	0.00
35700 Member Srvc Prog	980	25	0	*
38499 Investment Alloc	0	4,580	7,266	63.03
Other Income	1,965	5,165	63,266	8.16
Total Revenues	27,102	30,410	94,393	32.22
36998 Credit Card Fees	0	0	500	0.00
51101 Employee Travel	0	0	1,128	0.00
71001 Phone/Direct	0	0	1,000	0.00
71005 Internet Charges	0	0	450	0.00
84001 Postage	0	1	500	0.20
84002 Printing	0	0	100	0.00
84007 Membership	0	0	50	0.00
84009 Supplies	0	0	50	0.00
84010 Photocopying	0	0	75	0.00
84040 Judges Trav Annl Mtg	0	0	1,500	0.00
84051 Officers Travel Exp	0	0	600	0.00
84101 Committee Exp	0	0	1,350	0.00
84200 General Meeting	0	0	1,250	0.00
84202 Annual Mtg	0	0	16,000	0.00
84204 Midyear Mtg	0	0	3,500	0.00
84205 Section Service Prog	150	438	7,500	5.84
84220 Moot Court	0	0	1,000	0.00
84301 Awards	0	0	1,200	0.00
84422 Website	0	0	8,000	0.00
84701 Council Of Sections	0	300	300	100.00
84998 Operating Reserve	0	0	6,417	0.00
84999 Miscellaneous	0	0	500	0.00
85032 CoSpons Exp	150	0	15,000	0.00
88252 Course Credit Fee	0	150	0	*
Total Operating Expenses	300	889	67,970	1.31
86431 Mtgs Admin	0	0	232	0.00
86543 Graphics & Art	0	16	2,387	0.67

	YTD 12-13 Actuals	YTD 13-14 Actuals	Budget	Percent Budget
<u>Appellate/Advocacy Law</u> ~~~~~				
Total TFB Support Services	0	16	2,619	0.61
Total Expenses	300	905	70,589	1.28
Net Operations	26,802	29,505	23,804	123.95
21001 Fund Balance	208,793	276,503	242,210	114.16
Total Current Fund Balance	235,595	306,008	266,014	115.03

EXHIBIT “D”

APPELLATE PRACTICE SECTION EXECUTIVE COUNCIL
2013-2014

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