



SECTION COUNCIL & COMMITTEE OFFICERS TRAINING

May 24, 2023



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WELCOME REMARKS

President-Elect Shawn Kasserman

- ISBA Governance
- Highlights and Expectations for the 2022-2023 Bar Year



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SECTION COUNCILS AND COMMITTEES

ERNEST BARRENS
ASSISTANT EXECUTIVE DIRECTOR, MEMBER SERVICES



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Appointments Process & Liaisons

- Self-nominations
 - Nominations for 2024-25 appointments open in November
- Recommendations from Section Council and Committee Leaders
- President –Elect makes appointments
 - Appointments expected to be made in April 2024
- Section Council and Committee Liaisons
 - Board of Governors Appointee
 - Staff Liaisons



Sections and Committees

Sections and Section Councils

- Areas of interest and specialization
- Substantive areas of Law
- Content, Information and Community

Standing and Special Committees

- Created by the Board or the Assembly
- Ongoing purpose related to the work of ISBA
- Content for the general membership



Engaging Members

- ISBA Central
- Quarterly newsletters
- CLE presentations

Upcoming CLE

Date	Event	Location	MCLE	PMCLE
June 1	LIVE WEB - Prisoner Litigation: A Comprehensive Primer	Online	2.00	
June 2	Introduction to Legal Research on Fastcase 7 (Complimentary Training and CLE Credit for ISBA Members Only)	Online	0.75	0.75
June 2	LIVE WEB - SALT's Through the Legal Looking Glass Series - Pathways to Practice Success from the Best and the Brightest: Session 3	Online	1.50	1.50
June 9	Docket Sheet: A Fastcase Primer on Docket Research (Complimentary Training and CLE Credit for ISBA Members Only)	Online	0.75	0.75
June 10	LIVE - 60 Tips in 60 Minutes	Lake Geneva	1.00	1.00
June 10	LIVE - Law Firm Transitions: Opportunities and Challenges	Lake Geneva	2.50	2.50
June 14	LIVE WEB - Check It Out: Techniques to Organize Your Work Environment	Online	1.00	1.00
June 14	LIVE WEB - Kids in Adult Court: The Nuts and Bolts of Juvenile Transfer Hearings	Online	2.00	
June 15	LIVE WEB - Understanding Retainer Fees & Agreements and the Rules of Evidence in a Criminal Law Case	Online	2.00	1.00
June 16	LIVE - Symposium on Child Marriage	Chicago	7.25	

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APRIL 2022 VOL. 67

Real Property

The newsletter of the Illinois State Bar Association's Section on Real Estate Law

Editor's Note

BY WILLIAM J. ANAYA & MICHAEL J. ROONEY

Registering on Monday, April 11, 2022 Illinois homeowners can apply for up to \$10,000 in assistance at www.illinoishousing.org according to a new release from Governor JB Pritzker and Illinois State Bar Association Section Council members. As always, if you would like to be published, please choose a topic, write an article, and forward it to either Bill Anaya (wanaya@protonmail.com) or Mike Rooney (mrooney@rooney.com) at your convenience. While we already have a couple of articles for May, we will be able to add your article to the list.

please pass this information along to them. This issue is packed with original articles and reports of interest from other ISBA newsletters, many of which were authored by current or former Real Estate Law Section Council members. As always, if you would like to be published, please choose a topic, write an article, and forward it to either Bill Anaya (wanaya@protonmail.com) or Mike Rooney (mrooney@rooney.com) at your convenience. While we already have a couple of articles for May, we will be able to add your article to the list.

Three-Pointer

J. MASLANKA

When and all the brackets: act on, however, NDA, us, and everyone like 2 Here are three points of practitioners: 1. In *Illinois Study LLC et al., 2022 IL App (17) 192091*, the appellate court found that the applicable limitations under the Illinois Residential and Tenants Ordinance (RTO) for five years, unless the statute clearly dictates a statutory period to be applied, is amended. To be paid, it impose automatic liability.

impose damages regardless of the actual damages, and set forth a specific amount of damages. 2. In *Ill. Second National Bank, N.A. v. Kanelwitz et al., 2022 IL App (17) 192091*, the appellate court issued a very lengthy opinion, in a residential mortgage foreclosure case, that is a great read for anyone who loves statutory and rules procedure. Both parties filed a wide variety of motions in the circuit court, and both filed notices of appeal. In the end, the plaintiff's appeals were dismissed for lack of jurisdiction and the defendant's appeal was dismissed as moot. The

Continued on next page

ISBA CENTRAL
ONLINE COMMUNITIES

Home Communities Directory Browse Participate Help/FAQs

State & Local Taxation Section

Community Home Discussion Library Events Members

Latest Discussion Posts

RE: Credit for Tax on Prior Transfers for IL Estate

By *John Simons* 1 day ago

In reply to the Simons post: The Attorney General has allowed in CTRP in the past. As many of you know, I handled inheritance tax and then IL Estate Tax for 34 yrs. I allowed CTRP's. To explain, the IL Estate Tax is administered in 2 office-Springfield ...

Announcements

Add Announcement Create a new announcement for display here.

This is the State & Local Taxation Section Community. Email address is isba-salt@connectcommunity.com.

Messages are sent to all members in this community. Please be aware that any message whether a test or a sample reply, does not every email office and will have an affect on overall community experience. Instead of sending a test message, we suggest sending message introducing yourself and your practice.

Latest Shared Files

ISBA April 13, 2018 Meeting Minutes - DRAFT Attach ...



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Leadership Roles and Expectations

Chair

- Set member expectations
- Prepare thoroughly
- Facilitate impartially
- Manage meetings effectively
- Hold members accountable

Secretary

- Record meeting minutes
- Submit minutes to staff liaison within two weeks of meetings
- Designate a substitute if unable to attend a meeting

Vice Chair

- Assist the Chair where necessary
- Lead Council meetings in the absence of the Chair

Other Roles

- Ex-Officio Members
- CLE Coordinator
- Newsletter Editor
- ISBA Central Coordinator
- IBF Liaison
- Board Liaison



Critical Success Factors

Participation

- Section Council and Committee Members – discuss, deliberate, decide
- Staff Liaison and other Staff Members – advise and implement

Effective Meeting Management

- Regular Business Meetings to be held via Zoom
- Two in-person Meetings – at the Annual and Midyear Meetings
- Adhere to a modified form of parliamentary procedure
- Maintain records of decisions

Engaging with Resources

- ISBA Central
- Website resources and FAQ
- Staff liaison



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CONTINUING LEGAL EDUCATION

JEANNE B. HEATON, J.D.
DIRECTOR OF CLE





ISBA COMMUNICATIONS & PUBLICATIONS

Timothy A. Slating, J.D.
Assistant Executive Director, Communications



What role do section council & committee chairs play?

1. Section & Committee Newsletters (required)
2. Updating "ISBA Consumer Legal Guides" (required)
3. Media Inquiries (requested)
4. "Brand Ambassador" on social media (requested)



Section & Committee Newsletters

Each section and many committees are required to produce at least four newsletters per year

- Published quarterly (every three months)
- Many sections and committees publish more

Many members view the newsletter as a primary benefit of joining a section

- They expect four issues per year

Newsletters include advertising and are a source of non-dues revenue for the ISBA



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Section & Committee Newsletters

Process:

- Articles are submitted to your newsletter editor
- Newsletter editor compiles and edits articles for a given issue and emails them, along with author release forms, to ISBA Publications Manager (Sara Anderson)
- Publications Manager:
 - Thoroughly edits all articles to ensure conformity with ISBA style guidelines
 - Publishes issue and its articles on ISBA website
 - Creates and sends digital newsletter



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Section & Committee Newsletters

What can you do to help?

1. Select your newsletter editor as soon as possible, but no later than June 16, 2023
 - Notify Sara Anderson (sanderson@isba.org) and your staff liaison
2. Include your newsletter as an item on **all** of your meeting agendas

We are here to help!

- If you are having difficulties getting issues published, reach out to Sara Anderson as soon as possible

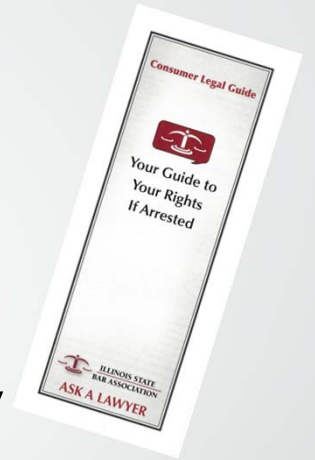


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Consumer Legal Guides

ISBA publishes about 30 “Consumer Legal Guides”

- E.g., “Your Rights if Arrested,” “Estate Planning,” “Buying a Home”
- Available to public for free on ISBA website
- Print “brochure” versions available for members to purchase



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Consumer Legal Guides

Process:

- Section council and committee members update content of existing titles
- Section council and committee members suggest new titles and create necessary content
- ISBA Publications Manager (Sara Anderson) oversees updating, production, and publication



Consumer Legal Guides

What can you do to help?

1. Include the Consumer Legal Guides on **one** of your meeting agendas
 - Ask for volunteers to review and update your section's or committee's Guides
 - Have your section council or committee discuss whether additional titles should be developed
2. Send edits for an existing title or a suggestion for a new title to our Publications Manager (sanderson@isba.org)

A handout with more details is included in the materials for today's training



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Media Inquiries



The ISBA is often contacted to provide interview subjects for journalists covering legal-related issues

- Mainly newspaper reporters, but often TV and radio show producers
- When the request relates to a narrow, substantive area of the law, I typically reach out to the Chair of the relevant ISBA section or committee



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Media Inquiries

What can you do to help?

1. If I contact you with a media request, please respond to me as soon as possible
 - If you are unable or do not want to field the media request, please provide your thoughts on an alternate member from your section council or committee
2. When speaking with the media, please make it clear that you're speaking in your personal capacity and not on behalf of the ISBA
 - The ISBA President is our official spokesperson and the only one authorized to speak on behalf of the ISBA



Social Media

Where you can engage with us:

- Facebook: @ISBALawyer | <https://www.facebook.com/ISBALawyer/>
- Twitter: @ISBALawyer | <https://twitter.com/ISBALawyer>
- LinkedIn: ISBALawyer | <https://www.linkedin.com/company/ISBALawyer>
- YouTube: ISBALawyer | <https://www.youtube.com/user/ISBALawyer>
- Instagram: @ISBALawyer | <https://www.instagram.com/isbalawyer/>



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Social Media

What can you do to help?

- Follow our social media accounts
- Like, comment, and share!
- Help us get the word out to your social networks about the programs and events that we're promoting
- You're in a unique position to help us because you have existing social networks of fellow attorneys



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Questions?

Thanks!

Timothy A. Slating, J.D.

Assistant Executive Director, Communications

tslating@isba.org

Sara Anderson, J.D.

Publications Manager

sanderson@isba.org



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ISBA Legislative Process

JIM COVINGTON
DIRECTOR OF LEGISLATIVE AFFAIRS



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Section and Committee role

- ISBA relies on you to identify what is important and what position ISBA should be taking.
- You are the initial triage on how ISBA handles legislation.



The Problem

Volume. The General Assembly introduces about 6,000 bills each spring

Speed. The General Assembly process is up tempo.



Our Suggestion

Form a legislative subcommittee.

- Each section council/committee should appoint a three-member legislative subcommittee to coordinate legislation that affects your group.



Function of subcommittee

- Reviewing and collating all ISBA Central comments on a bill
- Determining the council's/committee's position and its justification
- Forwarding that position to the Legislative Affairs department



Subcommittee Bridges the Gap

Between the speed of the legislative process and the calendars of sections and committees.



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Hints on legislation

- It is easier to tell a sponsor that we oppose his or her bill if we can tell them why we oppose it.
- Also, please let us know if you can live with a bill being amended. Sponsors like to be told “*No, but if you do this it will be OK.*”



Talk to us

Let us know if a bill is of significant interest to you or if we have missed sending a bill to you that you would like to see.



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LRB summary of legislation

Don't rely on the "LRB summary" on the front of each bill.
You must look at the actual text of the bill.



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How much time do you have?

- Generally, most substantive legislation requires a six-day posting before hearing after being sent to a substantive committee.
- At the end of session, we'll get one hour's notice of amendment hearings.



Quiet death

If a bill has been “re-referred to the Senate Committee on Assignments” or “re-referred to the House Rules Committee,” that usually means it is dead for that session.



Tracking sheets

We can provide you with our internal “tracking sheet” that shows all bills sent to you, positions of other sections if received, and current status of the bill.



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“My Legislation”

The General Assembly website has a free system to track bills. It is called “My Legislation” and its link may be found at the top of the page at www.ilga.gov.

Our detailed instructions on how to use may be found at <https://www.isba.org/legislative/billtracker>



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If we don't hear from you...

About a bill or bills, we assume you don't have much interest in it. And that's OK.

Jim Covington - jcovington@isba.org

Jill Gilpin – jgilpin@isba.org

Kim Wallner – kwallner@isba.org



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STACEY MEEHAN
EXECUTIVE DIRECTOR AND CHIEF DEVELOPMENT OFFICER
ILLINOIS BAR FOUNDATION



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How you can help...

- IBF Champions Program (formerly Fellows Program)
- Champions Liaisons to be Identified for each Section Council and Committee
- Ongoing IBF Agenda Item for Liaisons



Illinois Bar Foundation

Contact us:

Stacey Meehan - smeehan@illinoisbarfoundation.org

Jessie Reeves – jreeves@illinoisbarfoundation.org



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Additional Questions?



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Thank You for Your Commitment to
the Illinois State Bar Association



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