

NATIONAL CONFERENCE OF BAR PRESIDENTS

The organization of the nation's present, past and future bar leaders

c/o AMERICAN BAR ASSOCIATION • DIVISION FOR BAR SERVICES • 321 NORTH CLARK STREET, 20TH FLOOR • CHICAGO, IL 60654-7598
312/988-5353 • FAX 312/988-5492 • www.ncbp.org

TO: Bar Association Presidents, Presidents-elect and Past Presidents
FROM: Kay H. Hodge, NCBP Nominating Committee Chair
DATE: April 14, 2009
SUBJECT: Nomination to At-Large Seats on the NCBP Executive Council and to the Office of Secretary

On behalf of the NCBP Nominating Committee, I invite you to apply for nomination to the NCBP Executive Council or to submit the name of a colleague who would be a good addition to the governing body of the NCBP. This letter provides information on applications for five at-large seats on the council as well as applications for the office of secretary.

Executive Council

The council serves as the governing board of the NCBP and is made up of fifteen at-large members (each serving a three-year term) and five officers. Terms are staggered so that five members rotate off the council each year. Council duties are listed below.

1. Council members are required to be a paid member of the NCBP either through individual membership in the NCBP Fellows or, if a sitting president or president-elect, through their bar association's organizational membership. Immediate past presidents who completed their presidencies after February 1, 2009, will be considered to be covered by their bar's organizational membership for the purposes of the nomination process.
2. Council members are required to attend three meetings each year. The 2009 Fall Meeting will be held October 16-17 in Santa Fe, New Mexico. Other council meetings for the coming year will include the 2010 Midyear Meeting in Orlando (February 4-6) and the 2010 Annual Meeting in San Francisco (August 5-7).
3. Council members are not reimbursed for expenses incurred as a result of their attendance at midyear or annual meetings. In some cases, a council member's bar association *may* cover expenses; it is up to the member to find out if his/her bar's policies permit such reimbursement. Registration fees for NCBP midyear and annual meetings are waived for council members as most are past presidents and without bar financial support. For the Fall Meeting, reimbursement will be made for two night's lodging and meals are covered, but airfare is not reimbursed.
4. Each council member will sit on and participate in the work of one to three NCBP committees. During the second or third year of his/her term, a council member may be appointed as a committee chair. Chair responsibilities include calling meetings, planning agendas, steering the committee toward its objectives, and submitting written reports of the committee's activities.
5. Council members may be called upon for other activities such as solicitation of sponsors and membership development.

Office of Secretary

Nomination to the office of secretary is the first step toward serving as president of the NCBP. The secretary subsequently serves as treasurer, president-elect, president and immediate past president. Officers' duties are similar to those listed above under Executive Council and also include the activities generally attendant with the respective office. In addition, the president-elect is the Program Committee chair for the annual and midyear meetings and the immediate past president is the chair of the Nominating Committee. All officers serve on the Executive Committee and take part in periodic meetings via conference call between meetings of the full executive council.

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Criteria

The Nominating Committee considers service to the NCBP through committee work or participation as a presenter at meetings; geographic representation; diversity of bar size and type; overall diversity of the council; and personal interviews. The committee also considers performance of council member duties for those seeking the office of secretary.

To apply, submit a letter of interest, or to nominate someone else, submit a nominating letter; a resume limited to 4 pages; and up to three letters of recommendation. *There is no specific application form.* Materials supporting applications should be addressed to:

Kay H. Hodge, NCBP Nominating Committee Chair
c/o Pamela Robinson, NCBP Liaison
ABA Division for Bar Services
321 North Clark Street
Chicago, IL 60654-7598

Applications may be mailed or submitted electronically to robinsonp@staff.abanet.org.

Friday, June 19, 2009, is the deadline for receipt of letters of interest/nomination letters and resumes. *Materials submitted electronically will be accepted if received by 11:59 p.m. Hard copy materials must be received in the offices of the Division for Bar Services by 5:00 p.m. central, DST. Letters of recommendation may be submitted separately and must be received on or before Friday, July 10. Delivery time specifications are the same as above. Please adhere to the limitations for the length of resumes and number of letters.*

Interviews for council positions as well as the office of secretary will be held at the NCBP Annual Meeting on Friday, July 31, 2009, between 10:00 a.m. and 4:00 p.m. at the Hyatt Regency Chicago. Applicants will be notified of their interview appointment by July 1, 2009. For questions, please contact Pamela Robinson at robinsonp@staff.abanet.org or 312/988-5345.

I look forward to seeing you at the NCBP Annual Meeting in Chicago and, I hope, at the Nominating Committee interviews.