

**MINUTES OF MEETING
OF THE VIRGINIA STATE BAR
CONSTRUCTION LAW AND
PUBLIC CONTRACTS SECTION
BOARD OF GOVERNORS**

February 28, 2005
Richmond, Virginia

I. CALL TO ORDER

Mr. Hughes called the meeting to order at 12:10 p.m. Present in person were Timothy Hughes, Elaine Jordan and Jack Rephan. Present by telephone were William Mauck, Richard Smith, Kristen Burch, Brett Marston, Matthew Pritts, Todd Metz and William DeVan. Absent were Greg St. Ours, Chris McAnney¹, David Hearne and Judge Alderman.

II. APPROVAL OF MINUTES

Minutes of the Board meeting held on November 5, 2004 were approved.

III. CHAIR'S REPORT

Mr. Hughes transmitted the budget to the Virginia State Bar. He reported that 80% of the budget revenues were from membership dues. \$6,000 was left over from 2004. It was anticipated that the newsletter and handbook could go out this year. Minimally, publication costs could be covered in this year's budget.

IV. SPRING PROGRAM 2005

Ms. Burch and Mr. Rephan reported that the topic for the VSB annual meeting program will be legal issues during site development. There will be three speakers, and it should last one and a half hours, from 11:00 to 12:30 on Friday. There is no joint sponsorship with another section.

V. NEWSLETTER

Mr. Pritts and Mr. Metz reported a \$2000 budget range for the Fall mailing. For the next issue, they will solicit articles and opinions, with a 3/28/05 deadline. There will be a letter from the chairman and an ad for the summer program in the next issue.

VI. HANDBOOK

Mr. St. Ours and Mr. Marsten reported that they need case digests. Firm deadlines and guidelines for the digests will be sent via email to those assigned. The anticipated date for mailing will be the end of June.

¹ It was initially reported that Chris may have broken her leg while trying to change a light bulb, but, on further investigation, the update was that she had only sprained an ankle.

VII. NOMINATING COMMITTEE

The Committee members will be: Chris McAnney (past president/chair of nominating committee), Bill DeVan, and Jack Rephan. Tim Hughes will ask Bill Thurston and Ace Blatt to serve as non-Board members.

VIII. FALL PROGRAM

Brett Marston, Kristen Burch and Todd Metz will constitute the Fall Program committee and will develop proposed topics. They will also email all Board members for input. Tim Hughes will forward to all the evaluations from the 2004 program. Richard Smith indicated that he intended to host a dinner at his home in Charlottesville on the Thursday evening preceding the Fall program.

IX. OLD BUSINESS

There was no old business.

X. NEW BUSINESS

There was no new business.

XI. ADJOURNMENT

Meeting was adjourned at 12:50 p.m. The next meeting will be on 4/11/05 by telephone.

Elaine R. Jordan, Secretary

APPROVED:

Timothy Hughes, Chair