

MEMORANDUM

TO: LYCOMING LAW ASSOCIATION
FROM: JOHN M. HUMPHREY, LLA PRESIDENT FOR 2004
DATE: JANUARY 10, 2005
RE: REPORT OF STRATEGIC PLANNING COMMITTEE

Pursuant to the resolution passed by the LLA membership at the 2004 annual meeting authorizing the hiring of an Executive Director of the Association, the Executive Committee designated the Strategic Planning Committee to serve as a hiring committee in connection with the search for an Executive Director. The Strategic Planning Committee was charged with recommending to the Executive Committee two or more of the best qualified applicants.

Advertisements for the Executive Director position were placed in local newspapers and on the LLA website in January 2004. Ultimately, thirty (30) individuals submitted applications for the position.

The full Strategic Planning Committee met on February 9, 2004, to review applications and decided that ten (10) of the applicants should be interviewed for the position. A subcommittee consisting of Jack Humphrey, Gary Weber, Fred Holland and Matt Ziegler conducted these interviews in mid-February 2004, and ultimately recommended to the Executive Committee four (4) individuals who were found to be best qualified for the position. As reported elsewhere, the Executive Committee offered the Executive Director position to Jessica A. Engel, who ultimately accepted the offer.

The full Strategic Planning Committee met again on August 3, 2004, for the purpose of discussing generally what LLA might wish to do with surplus funds that had accumulated from the earnings of the Lycoming Law Reporter. Various ideas were discussed as to what might be done with all or a portion of this surplus. A follow-up meeting of the Committee was held on October 25, 2004, at which time various recommendations were made to the Lycoming Law Association Foundation and the Lycoming Law Association Executive Committee concerning utilization of a portion of the Lycoming Reporter surplus, future activities of the Foundation, and a structure for deciding upon funding of community law-related activities and projects by the Foundation and the LLA.