

SECTION COUNCIL & COMMITTEE OFFICERS ORIENTATION

May 27, 2026



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WELCOME REMARKS

Perry J Browder
ISBA President-Elect



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SECTION COUNCILS AND COMMITTEES

Ernest J. Barrens
Assistant Executive Director, Member Services



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Section Councils and Committees

Sections and Section Councils

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

Standing and Special Committees

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



Leadership Roles and Expectations

Chair

- Set member expectations
- Facilitate impartially
- Hold members accountable

Vice Chair

- Lead meetings in the chair's absence and assist where necessary

Secretary

- Record meeting minutes and decisions

Immediate Past Chair/Ex-Officio Officer

- Advise and assist

Other Roles to be designated by the Chair

- CLE Coordinator
- Newsletter Editor
- Legislative Coordinator
- IBF Liaison



Critical Success Factors

Participation

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

Effective Meeting Management

- Two in-person Meetings – at the Annual and Midyear Meetings
- Regular Business Meetings to be held via Zoom
- 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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Role of your Staff Liaison will:

- Coordinate with the chair to schedule meetings
- Distribute final meeting materials 7 days in advance of meetings
- Track and record meeting attendance
- Provide administrative follow-up for Council or Committee initiatives
- Serve as the Council's or Committee's contact with the Association





CONTINUING LEGAL EDUCATION



Christine Self, J.D.
Director of Continuing Legal Education



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CLE by the Numbers

- 121 programs in the 2025-2026 bar year to date
- 58 extensions on program (set for two years)
- 700 + total hours of on-demand CLE in our catalog
- 15 hours of free online CLE per bar year sponsored by ISBA Mutual



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CLE Committee Officers and ISBA CLE Staff

CLE Committee

- Chair: Carol Casey
- Secretary: Kimberly Hinkle
- Vice-Chair: Jean Wenger
- Immediate Past Chair: Lisa Nyuli

ISBA CLE Staff

- Program Coordinator: Tara Sanders
- Copywriter Editor: Staci Howard-Curtis
- Registration and Administrative Coordinator: Neelam Singh
- Video Production Manager: Drew Pertl
- Administrative Assistant: Skylar Peck
- On-Demand Catalog Assistant: TBD





Section/Committee CLE Coordinator

Each section or committee needs to appoint a CLE Coordinator by **July 3, 2026**

- Provide quality CLE programming for practitioners in the practice area
 - Number of hours based on membership of section/committee
 - Include 1-3 hours Practice Ready Basics content
- Someone who is organized and can abide by deadlines and guidelines for CLE programming
- Review the ISBA catalog and identify CLE opportunities, areas for updating, and submit extension requests for existing programs

CLE Coordinators MUST attend training via Zoom on **Wednesday, July 23, 2026 at 12:00 p.m.** (You are welcome to attend as well!)



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Chair Contributions to CLE

- Welcome the CLE Committee Liaison to your business meetings and utilize them as a resource for CLE development
 - They will ask for 90 seconds at Annual to introduce themselves and provide a briefing about CLE expectations, needs, and resources for sections/committees
- Sections/committees should discuss current programs and on-demand programs regularly at business meetings
- Discuss development of new programs to fill gaps or address new developments in laws, regulations, procedures
- Ensure the CLE Coordinator has support to develop new programming

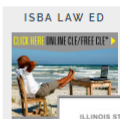


ISBA COMMUNICATIONS & PUBLICATIONS



DAILY LEGAL NEWS
 First administration of NextGen Uniform Bar Examination starting February 2023
 Revised CPD policy won't ban no-knock warrants from pointing guns at kids, but will tighten on raids
 Officers would not be banned from serving notices or from pointing guns at children or them during raids under a revised Chicago Police policy that will impose additional limits on how guns are used in Chicago, records show. U.S. Judge Rebecca Pallmeyer, who is overseeing the order known as the consent decree that requires the way it trains, supervises, and disciplines, said the revised policy as an example of what can be done through the reform push during a virtual hearing.

Member sentenced to 34 years for murder of a Chicago street gang
 A Chicago street gang has been sentenced to 34 years in prison for the murder of Paul Harris. Donnie admitted in a plea agreement that he killed Harris in 2020. The incident occurred when Harper and Harris were in a dispute over a South Halsted Street apartment in the Gresham neighborhood.



FEATURE
Problem Pro Effective So
 Get the info need to ad on municipal abandoned, hoarded, or properties v

CLE Calendar
LIVE WEB - Re-Lawyer Well Care Sustaina
 Reply May 20 | Onli
LIVE WEB - Es Consideration International
 May 20 | Onli



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



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What role do section council & committee chairs play?

1. Section & Committee Newsletters
2. Media Inquiries
3. “Brand Ambassador” on social media



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



What can you do to help?

1. Select your newsletter editor as soon as possible, **but no later than June 30, 2026**
 - Notify Celeste Niemann (cniemann@isba.org) and your Section Services staff liaison
2. Include your newsletter as a **discussion item on *all* meeting agendas**

We are here to help!

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



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, we typically reach out to the Chair of the relevant ISBA section or committee



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/>
- X (formerly 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!

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ISBA LEGISLATIVE PROCESS



David Eldridge, J.D.
Legislative Counsel



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Section Council 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 approximately 5000-7000 bills each Spring Session

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 the legislative subcommittee



Image by pressfoto on Freepik

- Review and collate ISBA Central comments on a bill
- Determine the council's/committee's position and its justification
- Forward the 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.”*
- And it helps us when speaking with legislative staff to not only know what bills you dislike, but to also know what bills you like.



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.



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.



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 Reports

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



“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>



If we don't hear from you...

About a bill or bills, we assume your council or committee doesn't have much interest in it. And that's OK.

Questions?



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Sarah Farwick – sfarwick@isba.org

Jill Gilpin – jgilpin@isba.org



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ILLINOIS BAR FOUNDATION

Stacey Meehan
Executive Director and Chief Development Officer



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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
- Include an IBF Agenda Item on meeting agendas





Illinois Bar Foundation

Contact us:

Stacey Meehan – smeehan@Illinoisfoundation.org

Jessie Reeves – jreeves@illinoisbarfoundation.org



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ANNUAL MEETING

JUNE 11-12 – RITZ-CARLTON, ST. LOUIS, MO

- Review council or committee progress during 2025-26
- Review outstanding legislation and other initiatives
- Outline plans and new projects for the 2026-2027 year
- Designate subcommittee chairs/coordinators/liaisons and set expectations (CLE Coordinator, Newsletter Editor and Legislation Subcommittee and Liaison)
- Discuss the frequency of council or committee meetings



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IMPORTANT DATES

- **CLE**
 - **July 3** – Appointment of a CLE Coordinator
 - **July 23** – CLE Coordinator Online Training
- **Newsletters**
 - **June 30**– Appointment of a Newsletter Editor
- **Legislation**
 - **August 1** – Appointment of a Legislative Coordinator and/or Subcommittee
- **Mid-Year Meeting**
 - **December 10-11** – Renaissance Hotel, Chicago



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Thank You for Your Commitment to
the Illinois State Bar Association



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