Notice of New Rules for Consideration of Reports

As a Section Officer, you are a member of the newly-created "Reports Group," comprising (a) all New York State Bar Association Standing Committee, Special Committee, Task Force (collectively, "Committee") or Section chairs, (b) the officers (President, President-Elect, Treasurer and Secretary) and other members of the Executive Committee, (c) designees of all bar associations that are entitled to representation in the House of Delegates (the "House"), (d) all delegates to the House, and (e) staff liaisons to all Committees and Sections.

In January 2011, the Executive Committee and House adopted new rules for those seeking action by the Executive Committee or the House. You may access the new rules for consideration of reports at http://www.nysba.org/reportrules . The new procedures are intended to provide a more transparent system that will improve communications among the constituencies in the Association and facilitate healthy debate, while avoiding undue delays in consideration of and action on reports.

Effective immediately, any Committee or Section that plans to prepare a report or other item for action by the Executive Committee or the House must promptly notify the New York State Bar Association of its intent and identify contact person(s) to whom any party who is interested in the topic should direct comments or questions. Bar associations are encouraged but not required to provide a notice of their intent to prepare a report or other action item. Beginning with the June 2011 meeting of the House, any Committee, Section or bar association ("Author Committee") must submit its completed report or any other item that it proposes for action by the Executive Committee or the House, and a proposed resolution, at least 75 days before the Executive Committee or House meeting at which they will be considered. The report or other proposal and resolution should be in Word or WordPerfect and be submitted to reportsgroup@nysba.org.

After the report is issued, a Section, Committee or bar association wishing to comment on the report or proposed resolution must submit its comments to reportsgroup@nysba.org no later than 60 days after the report is issued, thus allowing 15 days for the Author Committee to consider the comments and for administrative procedures to circulate the report and any comments before the meeting.

A power point presentation on this procedure and a sample timeline are available at http://www.nysba.org/powerpointpresentation .

To facilitate this process, a webpage (the "Reports Webpage") has been created at http://www.nysba.org/reportsgroup. The Reports Group will have access to the Webpage. Notices will be sent periodically to the Reports Group reminding members of deadlines and alerting the Group of any new reports and/or comments that staff has received and posted on the Reports Webpage.

All bar associations entitled to representation in the House have designated contact people for notices concerning NYSBA affairs, who will be among the initial members of the Reports Groups, as will the chair of each Committee and Section. A bar association, Section or Committee may, however, request (by sending an e-mail to reportsgroup@nysba.org) that up to

two additional representatives be added to the Reports Group. We encourage each Committee, Section and bar association to designate internally a single representative to be responsible for ensuring that information posted on the Reports Webpage that may be of interest to the group is timely communicated to the group and for submitting notices, reports and comments to reportsgroup@nysba.org for posting on the Reports Webpage.

Please share this information with relevant members of your Committee, Section or bar association so they will be aware of and comply with the new requirements relating to submission and consideration of items for action by the Executive Committee or the House.

If you wish to receive hard copies of any reports or comments, please contact Kathleen R. M. Baxter (at kbaxter@nysba.org or 518-487-5690) or Keith J. Soressi (at ksoressi@nysba.org or 518-487-5678).