

MINUTES
Historical Society of the United States Courts in the Eighth Circuit
Executive Committee Conference Call
October 5, 2011 12:00 p.m.

Participants:

Hon. Richard G. Kopf, Chairman of the Board
F. Richard Lyford, President
Frances Ross, Vice President
Sheila Greenbaum, Treasurer
Thomas H. Boyd, Past-President
Joan Voelker, Archives Librarian

Ann Fessenden, Secretary, was unable to participate in the conference call. Roll call was taken, and the minutes of the Executive Committee's July 13, 2011 meeting were approved.

Treasurer's Report

Treasurer Greenbaum reported that the parent fund had a current balance of \$9,571.19 and the Court of Appeals branch balance was \$1,077.93.

American Society for Legal History (ASLH) reception

Ms. Voelker said that she had gathered rough estimates from 3 prospective caterers, two of which had previously catered in the Eagleton Courthouse. [The estimates were based on 175 people (caterers had been told 175-200) for a 2 hour reception with full service. Tax was not included in the prices.] She said that based on their quotes, a reception offering a beer & wine bar could run \$7,100-\$7,400, while a cash bar event could cost \$5,000-\$5,600. These prices would be for a reception in which people spend time socializing in the reception area. She said that a reception falling in the "happy hour" category (described by one caterer as a bit more of a snack, tour, and go event) with fewer and slightly less formal appetizers could cost approximately \$6,000 for a beer & wine bar and \$4,000 for a cash bar. After some discussion, it was agreed that the Historical Society would like to pursue the beer & wine bar reception potentially falling in the \$7,100-\$7,400 range. It was also mentioned that the caterers would likely be willing to tailor the food selections on the higher end reception to reduce costs.

Chair Judge Kopf moved that the Executive Committee authorize Ms. Voelker and Ms. Greenbaum to work out the details and contract with a caterer for a sum not to exceed \$8,000. The motion was seconded and approved.

With estimated costs reported, the discussion turned to raising funds to meet the anticipated expenses. Mr. Boyd said that he had followed up with the Eighth Circuit Bar Association and that they had committed to donating \$500 for the event. Others on the Executive Committee said that they would be contacting their respective bar associations for \$1,000-\$2,000.

Update on Project to Acquire Images of Old Court Seals

The purpose of this project was to acquire images of any old court seals from the district courts in the circuit. The Southern District of Iowa located theirs last year, and Mr. Lyford thought it would be very interesting to locate others and perhaps develop a display or at least have them available on the Historical Society's website. [As agreed in the last meeting, Ms. Fessenden emailed the clerks of district court in the circuit requesting images of old and new court seals.] Mr. Lyford said that the project unearthed an interesting image of the old seal for the Department of Justice, found in the historic El Dorado courthouse in the Western District of Arkansas, but not any old court seals.

Other

Judge Kopf said that the Nebraska branch had received several draft pages of the first chapter of the district's history, and it was nicely written. He also said that Judge Urbom's book is completed and is scheduled for publication by the University of Nebraska Press in the fall of 2012.

Next meeting

The date of the next conference call meeting was discussed and agreed upon as **Monday, January 9, 2012 at 12:00.**

There being no other business, the conference call meeting was adjourned.

Respectfully submitted,

Joan Voelker, Acting Secretary