

**EARL WARREN AMERICAN INN OF COURT
ORIENTATION MEETING
OUTLINE
September 5, 2013**

- I. INTRO: WHAT IS THE INN? (STRUCTURE)
 - Who am I?

- II. INTRODUCE THE EXECUTIVE COMMITTEE
- III. OPERATION OF LOCAL INN
 - A. MEMBERSHIP
 - 1. Diversity
 - 2. Experience
 - 3. Recruitment
 - 4. Attendance – OUR POLICY (Make sure to respond to Stacie)

 - B. TEAMS
 - 1. Division
 - 2. Mentoring
 - 3. Learning

 - C. MEETINGS
 - 1. Timing: Program-MCLE then Meeting-dinner
 - 2. Location: Program and Meeting (Federal Ct house)
 - 3. Frequency (3rd Wed. of each month from 9/2013-6/2013 except 12/2014)
 - 4. Agenda
 - 5. Meals (Scotts at Jack London Square, respond to Stacie!!)
 - 6. Seating (Getting to know your team and mixing)

 - D. PROGRAMS
 - 1. Topics
 - 2. Presentations
 - 3. Report – Write it down while working on it and have a finished product at the end for submission to the National Foundation

 - E. DUES
 - 1. Expenses

2. Meals
3. Structure: \$400 can be paid in two parts; \$65 Law Student Members
4. Foundation
5. Collection

F. NATIONAL FOUNDATION

1. Individual Newsletter over the Internet
2. The Benchers, magazine put out to individuals
3. Programs in England
4. National Symposium
5. Regional Workshops
6. Celebration of Excellence Dinner in Washington DC
7. Program Awards
8. Officer Training
9. Program Services

G. Stacie Eiras is our Executive Director –

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H. **THE EARL WARREN AMERICAN INN OF COURT**

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