

**ADDITIONAL POLICY MANUAL REVISIONS**  
**Redline for consideration by the Board**

**I. AWARDS**

**1.21.08 Pro Bono and Legal Service Awards.**

**(A) Pro Bono Award.** The Committee on Legal Services to the Poor in Civil Matters shall recommend to the Board organizations to receive awards for outstanding contributions toward guaranteeing the indigent access to the legal system through pro bono.

**(B) Frank Scurlock Award.** The Committee on Legal Services to the Poor in Civil Matters shall recommend to the Board a pro bono attorney deemed to have made an outstanding contribution toward guaranteeing the indigent access to the legal system.

**(C) J. Chrys Dougherty Legal Services Award.** The Committee on Legal Services to the Poor in Civil Matters shall recommend to the Board individual attorneys employed by organizations providing free legal services to the poor, including Legal Services Corporation or IOLTA-funded entities, and deemed to have made an outstanding contribution toward guaranteeing the indigent access to the legal system.

**(D) W. Frank Newton Award.** The Committee on Legal Services to the Poor in Civil Matters shall recommend to the Board a group of attorneys (i.e., law firm, corporate law department, government attorney department, or law school faculty) whose members have made an outstanding contribution in provision of or access to legal services to the poor.

**(E) Pro Bono Coordinator Award.** The Committee on Legal Services to the Poor in Civil Matters shall recommend to the Board an individual, either an attorney or non-attorney, to receive this award who has made an exceptional contribution to the delivery of, and access to legal services for the poor, while serving as the pro bono coordinator for a volunteer attorney organization or group, local bar association, law firm, law school, corporate legal office, governmental law department or legal services organization

**(F) Judge Merrill Hartman Pro Bono Judge Award.** The Committee on Legal Services to the Poor in Civil Matters shall recommend to the Board an award honoring a judge, sitting or retired, who has provided exemplary pro bono service, including: outreach to attorneys to increase the quantity and quality of pro bono representation; modifications to court processes to increase access to justice; advocacy on behalf of access to justice; or service as a volunteer judge for pro bono clinics or other pro bono proceedings. This award is named for the late Judge Merrill Hartman of Dallas, a tireless advocate for low-income communities' access to justice.

**(G) Pro Bono Support Staff Award.** The Committee on Legal Services to the Poor in Civil Matters shall recommend to the Board an award recognizing the outstanding and exemplary contributions of non-attorney volunteers, such as paralegals, administrative assistants, interpreters, and other support staff who work on pro bono projects.

## II. REGARDING MAKING AND SECONDING MOTIONS BY EX-OFFICIO BOARD MEMBERS

### *Re Section Representatives to the Board:*

#### **1.13 Section Representatives to the Board Committee.**

All members of the Section Representatives to the Board Committee shall be invited to attend all meetings of the Board and shall be given the same notice and materials provided to Board Members. When members of the Section Representatives to the Board do not have voting authority to vote on matters coming before the Executive Committee and the Board of Directors, such members may make and second motions at any meeting of the Board and the Executive Committee. Members of the Section Representatives to the Board Committee may be appointed by the Chair to Board committees as members and as chairs. When serving on any Board committee, other than the Executive Committee and the Budget Committee, members of the Section Representatives to the Board Committee shall be counted toward a quorum for such committees and they may vote on matters coming before such committees.

### *Re Immediate Past Chair:*

#### **2.03 Authority**

**2.03.03 Immediate Past Chair.** While the Immediate Past Chair has no authority to vote on matters coming before the Executive Committee and the Board of Directors, the Immediate Past Chair may make and second motions at any meeting of the Board and the Executive Committee. Additionally, the Immediate Past Chair may be appointed by the Chair to Board committees as a member and as chair. When serving on any Board committee, other than the Executive Committee and the Budget Committee, the Immediate Past Chair shall be counted toward a quorum for such board committees and may vote on matters coming before such board committees.

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## III. REGARDING ABA DELEGATES

**1.20.06 Term Limitation.** The maximum term of service of an ABA delegate is the longer of six consecutive years or until a successor is appointed.

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## IV. REGARDING BOARD MATERIALS

#### **1.12.04 Agenda and Minutes.**

(A) The Chair, in consultation with the Officers and Executive Director, will set the agenda for all meetings of the Board. Any voting or non-voting member of the Board may request that an item be placed on the agenda of any regular Board meeting by delivering a request in writing to the Chair and the Executive Director at least fourteen days before the date scheduled for the meeting. The Chair, in consultation with the Officers and the Executive Director, will determine whether to include such item

on the agenda.

**(B)** If any ten Voting Board Members request in writing that an item be placed on the agenda for discussion or action, such item will be placed on the agenda. Requests must be delivered in writing, signed by each requesting Voting Board Member to the Chair and the Executive Director at least fourteen days before the date scheduled for the meeting.

**(C)** Each member of the Board, no later than seven days before a meeting of the Board will be furnished with an agenda of all items to come before the Board at such meeting along with any ~~written~~ materials relating to such items available at that time. If any ~~written~~ materials relating to any item on the agenda are not available at that time, or have been revised after being ~~delivered~~ provided to the members of the Board, such ~~written~~ materials may be ~~delivered~~ provided to the members of the Board less than seven days before a meeting.

**(D)** The Board will keep regular minutes of all meetings.