Lexwork Americas Governing Board Meeting Agenda
March 13, 2019 @ 11:00 a.m. EST

1. Roll Call

Firm	Members	Attendance
Ater Wynne LLP	Dorene Smith Daniel Larsen	Absent Present
Berger Singerman LLP	Adrianne Lago Paul Singerman	Present Absent
Chirgwin Penafiel	Andrés Chirgwin Raquel Frattini Hernan Peñafiel	Present Present Absent
Cuevas Lugo Abogados	Fernando Cuevas Adolfo Lugo	Absent Absent
De Grandpré Chait	Ronald Levy	Absent
DeWitt Ross & Stevens S.C	Brian Anderson Michelle Friedman	Present Absent
Foster Swift Collins & Smith P.C.	Brian Renaud Kim Hafley	Present Present
Fox Rothschild, LLP	Abe Reich Mark Silow Jake Dietz	Present Absent Present
Freeman Mathis & Gary, LLP	Lucia Martin Ben Mathis	Present Absent
Gray Reed & McGraw LLP	Daryl Bailey Michael Blachly	Absent Present
Harter Seacrest & Emery, LLP	Nicole Kershaw Craig Wittlin	Present Absent
Kightlinger & Gray, LLP	Peter Velde Kristol Anderson Casey Stafford	Absent Absent Present
Mendoza, Arias Valle & Castillo Eficacia Juridica	Jamie Arias	Absent
Nelligan O'Brien Payne LLP	Craig O'Brien Kristen Cinnamon	Absent Absent
Rayes & Fagundes	Fabiana Fonseca	Present
Sherin and Lodgen LLP	Forbes Sargent Caroline Emery	Present Present
Shibley Righton LLP	Thomas McRae	Present
Taft Stettinius & Hollister LLP	Lawrence Rubin Beth O'Mahoney	Absent Present
Walter | Haverfield LLP	Kristin Volk Ralph Cascarilla	Absent Present
Whiteford Taylor Preston, LLP	Ilana Subar Ariel Arcadippane Herb Thomas	Present Absent Absent

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2. Approval of Meeting Minutes:

February 13, 2019 Meeting minutes were approved with the correction that the Practice Group Meetings are coordinated by Ilana Subar and Jill Dunn, not "Joe Dunn."

3. Financial and Administrative Matters:

- Report on financial status. Brian Renaud noted that there was apparently no significant new information regarding the organization's financial status. Mark Silow to comment next month.
- Budget update – No discussion.
- Annual Membership update – It was communicated that 2019 Lexwork Americas invoices have been distributed to all member firms.

4. Meeting Reports:

- ICC Conference Call – February 27, 2019 – Brian Renaud summarized the discussion:
    - The China firm Duan and Duan appears to be a good fit and will continue discussions with Derek McCulloch and others from Lexwork EUA.
    - The search for a suitable Australian firm continues.
    - Lexwork EUA has a potential law firm contact they are reaching out to in Singapore.
    - In Asia, Lexwork EUA is still looking for firms in Korea Vietnam and Thailand.
    - SRF Avagados' from Portugal is a strong contender. Derek McCulloch will be following up with Fabiana Fonseca regarding any information on the firm, as the firm does have a Brazilian office.
    - In Europe, still researching potential firms for Greece.
    - The Romanian firm that was interested is no longer responding to communications.
    - Lexwork received an inquiry from a Russia group. Lexwork EUA has responded that membership to Lexwork is by invitation only and that the firm should develop a relationship with at least one existing Lexwork member firm.
    - In South America, the previously interested Argentinian firm has discontinued communications.

5. Monthly Intelligence Sharing:

- Business development - follow up from February 13, 2019 meeting will be postponed to the April meeting.

6. Communications:

- Lexwork International Website Update –
    - Kim Hafley reported that the Marketing Committee will be circulating a summary of the website refresh project and a survey link. The Marketing Committee requests that Governing Board members review the summary and complete the survey link by April 5, 2019, with a discussion of the project to follow during the April 10, 2019 meeting.
    - Ilana Subar noted that several sections of the existing website are underused and need timelier updating from member firms.
    - Kim Hafley will reach out to new member firms to ask what additional

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information they would like to have seen on the Lexwork website.

7. Other Business:

- Chirgwin Penafiel – "Recruitment Fair" activities at International Bar Association Meeting in Santiago, Chile, March 20-21-, 2019.
    - Raquel Frattini thanked the members for approving the proposed recruiting events at the International Bar Association's Latin America Regional Forum in Santiago, Chile on March 20-22. The Chirgwin Penafiel firm will host a breakfast and a lunch.
    - Michael Blachly and Kim Hafley are assisting with providing marketing materials for this event, including a PowerPoint, a video and a brochure.

8. Practice Group Activity:

Practice Group	Chair	Meeting Time
Block chain	Ralph Cascarilla rcascarilla@walterhav.com	
Business	Gregg Coughlin gcoughlin@hselaw.com	
Cannabis	Josh Horn jhorn@foxrothschild.com	
Employment	Jordan Rohlfing jxr@dewittross.com	
Litigation	Ed Cheng escheng@sherin.com Ilana Subar isubar@wtplaw.com	
Real Estate	Michael Kornacki MKornacki@foxrothschild.com	

9. Other:

a. Discussion on which call-in service to use, as there were some challenges with WebEx and the decision had to be made to switch to GlobalMeet about 10 minutes into the meeting
b. Kim Hafley will connect with Felicia at Fox Rothschild to streamline instructions and to put instructions at the top of the page on all future meeting agendas.
c. Caroline Emery will provide research on teleconference providers.

10. Meeting Schedule:

- Wednesday, April 10, 2019
- Wednesday, May 8, 2019
- Wednesday, June 12, 2019
- Wednesday, July 10, 2019
- Wednesday, August 14, 2019
- Wednesday, September 11, 2019
- Wednesday, October 9, 2019

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- Wednesday, November 13, 2019
- Wednesday, December 11, 2019

11. Important Dates – Future Meetings:

- Practice Groups Meeting – Atlanta – Freeman Mathis -May 16-17, 2019
    - Ilana Subar reported that Jill Dunn had sent out a Save the Date message to all member firms on March, 12, 2019
- Lexwork Europe Asia Spring Meeting – Milan, Italy – May 30 - June 1, 2019
- Lexwork International Annual Meeting 2019 – Cracow / Krakow, Poland – October 17 – 19, 2019

12. Meeting Adjournment