



APRIL MEMBER MEETING MINUTES

April 22, 2026

12:00pm to 1:30pm - Virtual

- Meeting was called to order by Billie Jo Brooks at 12:00pm.
- May 7 - Patio Season Kick Off at Main Line Brewing –5:30 to 7:30pm
- May 14 – Member Meeting: De-escalating Touchy Situations at Tarrants West at 12:00PM Presented by Abby Davis-Hess and Jennifer Hobson, sponsored by Ricoh and Pinnacle Financial Partners
- May 20 – Community Outreach Event with Tech4Troops 1:00PM to 3:00PM (Staples Mills Road)
- June 6 – Prime Legal is Taking Us Out to the Ballgame: ALA Diamond Sponsor Social at CarMax Park 7:00PM

Announcements – Liz Coleman

Introduce and Thank Business Partners:

- Affinity Consulting – Karen Scher
- All-State Legal
- Pure Water Virginia – Rebecca Crawford

Recognize Guests and New Members

- Guests from Northern VA, Western VA and Hampton Roads along with guests from our firms.
- Introducing New Members
 - Wynne Reece, Talent Acquisition Manager at Hirschler (Joined March 2026)

Program

VIRTUAL ATTENDANCE: Via Zoom -

<https://us06web.zoom.us/j/84781116385?pwd=j9gle6TatArs2tCiFeuiKZ8ACiYv2V.1&from=addon>

Professionalism for (Un?)Professionals

Conversations with young professionals about professional expectations and workplace etiquette can be delicate and difficult. In this research-backed session, participants will gain proven strategies for setting clear expectations for those launching their careers so there's no confusion about how to show up at work to build trust. We'll cover the best way to teach email etiquette, what to do if someone is dressed inappropriately, and how to instill awareness of the appropriate level of formality. Participants will leave with tangible ideas on how to train their new attorneys on these critical interpersonal skills.

- Key trends from the 20,000 data points Eleview Consulting collected around interpersonal dynamics at law firms
- Addressing workplace etiquette in a way that avoids awkwardness or defensiveness
- Providing clear guidance to attorneys on email and client communication

- Navigating conversations about dress code and the appropriate level of formality
- Ensuring leaders leave with practical tools to coach young professionals on these critical interpersonal skills and can help firm leaders create a productive firm environment

Panelists:



Elise Powers of [Eleview Consulting](#) has trained thousands of attorneys around the world on the art of professional communication. She frequently leads programming at associate academies and partner retreats on modern professional communication, leadership skills, and relationship building. Elise is known for her high-energy, engaging presentation style that provides tangible recommendations participants can apply immediately. In addition to being featured in the New York Times, Chicago Tribune, and ABC News, Elise is LinkedIn's leading expert on career acceleration and networking, where she teaches widely recognized LinkedIn Learning courses.

CLM® Application Credit: 1 hour in the category of Communication Skills.

CLM® Recertification Credit: 1 hour in the subject area of Communication and Organizational Management

Meeting Attendance: Registered = 23` (2 not registered) Meeting adjourns at 1:30pm.

Total No. Members Attending	13
Total No. Guests w/Member	5
Total No. Guests w/BP	
Other Guests	
Speaker(s): (Member)	1
Business Partners	4
TOTAL	23

Registered: Members (13); Guests (6); BPs (4) (2 not registered) – Total (23)

Meeting was adjourned at 1:30 p.m.