

**DRAFT**

**MINUTES OF THE NOVEMBER 19, 2025  
MEETING OF THE DIRECTORS OF THE  
MICHIGAN STATE BAR FOUNDATION (MSBF)**

**DIRECTORS PRESENT AND  
QUORUM**

The following Directors were present:

Craig H. Lubben, President  
Hon. Victoria A. Roberts, Vice President  
Richard K. Rappleye, Treasurer  
Thomas R. Behm, Secretary  
Heidi Alcock  
Erika Bryant  
Thomas W. Cranmer  
Lisa J. Hamameh  
Steven G. Howell  
Jason Klingensmith  
Hon. William Murphy  
Lee Reimann  
Robert F. Riley  
Dick Soble  
Jeffery Stuckey  
Nicole M. Wotlinski

Others present were:

Jennifer S. Bentley, MSBF Executive Director  
Traci Thrana Kuiper, MSBF Chief Financial Officer  
Mary Gladstone- Highland, MSBF Director of Grants  
Liz Sempstrott, MSBF Executive Assistant

**CALL TO ORDER**

President Craig Lubben called the meeting to order at 4:02 p.m. and welcomed the new board members Heidi Alcock, Jason Klingensmith, Lee Reimann and Jeffery Stuckey. He thanked each one of them for joining the Foundation's board.

**MINUTES**

MOVED, SUPPORTED AND CARRIED UNANIMOUSLY TO APPROVE THE MINUTES OF SEPTEMBER 18, 2025 ANNUAL MEETING OF THE BOARD OF DIRECTORS.

**FINANCIAL STATEMENTS**

Treasurer, Richard Rappleye provided the board with an update on the draft financials for the fiscal year ended September 30, 2025. He reported there were no issues of concern. Traci Kuiper gave a brief update on the current status of financial audit.

MOVED, SUPPORTED, AND CARRIED TO ACCEPT THE UNAUDITED QUARTERLY FINANCIAL STATEMENTS ENDING SEPTEMBER 30, 2025.

**PROJECT GRANT COMMITTEE**

Robert Riley presented recommendation from the Project Grants Committee.

MOVED, SUPPORTED AND CARRIED TO APPROVE UP TO \$50,000 AOJ FUNDS TO AUTISM ALLIANCE TO HELP COVER THE COST OF WORKSHOPS THAT PROVIDE PRACTICAL TOOLS FOR FILING COMPLAINTS AND NAVIGATING SPECIAL EDUCATION SYSTEMS.

MOVED, SUPPORTED AND CARRIED TO RECOMMEND APPROVAL OF UP TO \$52,500 AOJ FUNDS TO JUSTICE SPEAKS LEGAL AID TO PREVENT UNNECESSARY FOSTER CARE PLACEMENTS BY PROVIDING LEGAL TOOLS AND SOCIAL SUPPORT TO FAMILIES IN CRISIS.

MOVED, SUPPORTED AND CARRIED TO RECOMMEND DENIAL OF THE REQUESTED AMOUNT OF \$53,625 AOJ FUNDS TO THE MICHIGAN HEALTH IMPROVEMENT ALLIANCE.

**LEGAL SERVICES GRANTS COMMITTEE**

Tom Cranmer reported that the LSGC met virtually on November 4 to consider the 2026 annual legal aid grants. Mr. Cranmer summarized the LSGC Committee discussion and documents attached to the board materials.

Ms. Bentley reminded the Directors that the Board's internal grant deliberations are confidential and that these grant decisions are confidential until the State Court Administrator approves the filing fees recommendations and the actual grant commitments are issued by the Foundation, typically in early to mid-December.

MOVED, SUPPORTED AND CARRIED TO APPROVE 2026 FILING FEES CONTRACTS IN THE ESTIMATED AMOUNTS AND FOR THE RECIPIENTS INDICATED ON THE ATTACHED FUNDING CHART DATED 11/13/2025.

MOVED, SUPPORTED AND CARRIED TO APPROVE 2026 IOLTA GRANTS IN THE AMOUNTS AND FOR THE RECIPIENTS INDICATED ON THE ATTACHED 11/05/2025 LEGAL SERVICES FUNDING CHART

MOVED, SUPPORTED AND CARRIED TO APPROVE THE GRANT CHART MAP REFLECTED IN THE PROPOSED ATTACHED GRANT AWARD LETTER FOR 2026 ANNUAL FILING FEES AND IOLTA LEGAL AID GRANTS.

**EXECUTIVE COMMITTEE**

Craig Lubben provided the Executive Committee report. Since the last

meeting, as reflected in the minutes, the Executive Committee approved a new Conflict of Interest Policy. Liz will be sending the policy to all board members to complete.

**EXECUTIVE DIRECTOR REPORT**

Ms. Bentley provided the board with an update on staff changes and highlighted some of the items in the Director's Report,

Ms. Bentley provided an update on challenges to IOLTA, the trial court funding working group, the Triage and Referral Project, and the launch of an ATJ Campaign major gift initiative. Ms. Bentley also provided the quarterly report on IOLTA compliance initiatives.

**NEW BUSINESS**

No new business.

**ADJOURNMENT**

The meeting was adjourned at approximately 5:38 p.m.

**RESPECTFULLY SUBMITTED**

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Thomas R Behm  
Secretary