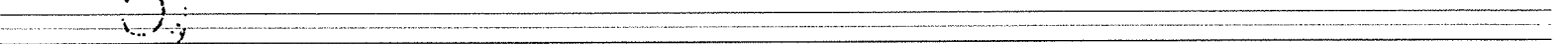


RANDY H. LEE
AMERICAN INN
OF COURT

HANDBOOK



Randy H. Lee American Inn of Court Handbook

Index – 2018-2019

1. Randy H. Lee Biography
2. Program Structure
3. Bylaws
4. American Inns of Court Professional Creed
5. Membership List (w/ 2018-2019 Officers/Executive Committee,
Masters, Barristers, Associates, and Pupils)
6. Program Year 2018-2019
7. Inns of Court Website

PROFESSOR RANDY H. LEE

The Randy H. Lee Inn of Court is named after Randy H. Lee, a former Professor at the University of North Dakota Law School whose impact on the legal profession in North Dakota and on the University of North Dakota was profound.

Professor Lee grew up and attended school in Baltimore, Maryland. He earned his bachelor's degree in 1966 and his law degree in 1969, both from Washington and Lee University, Lexington, Virginia. He worked in private practice in Baltimore from 1969 to 1975 and as general counsel for the Maryland Port Authority from 1973 to 1975.

Professor Lee joined the University of North Dakota in 1975 as an Assistant Professor of Law and rose through the ranks, becoming a full Professor in 1985. He served as acting Dean of the Law School from 1979 to 1980. He taught courses in professional responsibility, corporate and labor law and workers' compensation. He continued teaching until his untimely death in 2005. Professor Lee was honored with the State Bar Association of North Dakota Distinguished Service Award in 1999 for being a "guiding light through the murky waters of professional responsibility." He was also selected as the North Dakota Bar Foundation Professor of Law due to his dedicated service to the bar and the law school.

Charles Kupchella, former President of the University of North Dakota, stated about Professor Lee: "He was an active guardian of the legal profession in North Dakota through his work in the classroom and through his work with the North Dakota State Bar Association and other legal professional organizations and committees." Paul LeBel, former Dean of UND Law School, said: "In his 30 years as a member of the law faculty, Professor Lee taught a significant percentage of our alumni, for whom he remained a trusted advisor throughout their careers. In his distinguished professional life, Professor Lee touched the lives of those who knew him in a way that has brought great honor to the profession of law at all levels." It is for these reasons, so eloquently stated by President Kupchella and Dean LeBel, that our Inn chose the name of the Randy H. Lee Inn of Court.



Prof. Randy H. Lee

Professor Lee's wife, Paula Lee, has been an honorary member of our Inn since our inception. Paula, a Professor at the University of North Dakota in the language department, continues to be an active member of our Inn. *(April 18, 2013)*

RANDY H. LEE AMERICAN INN OF COURT PROGRAM STRUCTURE

1. Our membership is broken into six pupillage teams consisting of at least one member from each level of experience. (Masters, Barristers, Associates, and a Pupil). The teams remain the same for 2 years and then new teams are assigned. Each team is assigned a pupil from the UND School of Law.
 - a. **Masters** -judges, law professors, and lawyers who have at least 15 years of experience and have exemplary character
 - b. **Barristers** -lawyers who have from 5 to 15 years of experience
 - c. **Associates** -lawyers who have from 0 to 5 years of experience
 - d. **Pupils** -law students who apply for membership and are chosen by the faculty of the University of North Dakota School of Law.

2. Each pupillage team has a chair and a co-chair. The chair of the team, a Master, is the team leader and with the assistance of the co-chair plans and leads the team meetings. The chair also provides copies of the team's program materials to the Program Committee. The chair is also encouraged to arrange team gatherings at least twice per year to facilitate mentoring and socialization for the local bar.

3. Each team is assigned a suggested topic for presentation at one meeting during the Program Year (September-April). Each meeting is designed to allow for informal socialization among members prior to the presentation to promote mentoring within the group.
 - a. We have six meetings per Program Year (September, October, November, February, March, and April). Each program lasts approximately two hours and includes a social and a dinner. The social begins at 5:30 p.m., the dinner begins at approximately 6:00 p.m., and the program begins at approximately 6:30 p.m.
 - b. The Program Committee, consisting of two program chairs, puts together topic ideas and assigns a suggested topic to each pupillage team. The Program Committee also applies for CLE credits for each program presented.

4. Each pupillage team meets to put together its program. Each team member is asked to participate fully in the planning and presenting of the topic.
 - a. The team is provided the suggested topic and is encouraged to put together a unique, educational, and interactive program. Each team is encouraged to leave time for discussion and questions during their presentation.
 - b. The team may choose a different topic or tailor the suggested topic in a way that the teams feels is most beneficial to the Inn members.

- c. Each team is encouraged to put together a program which will qualify for CLE credit.
 - d. The team chair provides the materials from the program to the Program Committee to be submitted in North Dakota and Minnesota for CLE credit.
5. One team each year presents a Legal Jeopardy program. The team puts together a Jeopardy-type "game show" and the remaining teams work as teams and compete for the Inn's traveling trophy which is ajar of marbles.

BYLAWS OF THE RANDY H. LEE AMERICAN INN OF COURT

Article I. General.

Section 1. Purpose.

The purposes of the Randy H. Lee American Inn of Court are:

A) To establish a society of judges, lawyers, legal educators, law students, and others, to promote excellence in legal advocacy in accordance with the Professional Creed of the American Inns of Court;

B) To foster greater understanding of and appreciation for the adversary system of dispute resolution in American law, with particular emphasis on ethics, civility, professionalism and legal skills:

C) To provide significant educational experiences that will improve and enhance the abilities of lawyers as counselors and advocates and of judges as adjudicators and judicial administrators;

D) To promote interaction and collegiality among all legal professionals in order to minimize misapprehensions, misconceptions and failures of communication that obstruct the effective practice of law;

E) To facilitate the development of law students, recent law school graduates, and less experienced lawyers as skilled participants in the American court system;

F) To preserve and transmit ethical values from one generation of legal professionals to the next; and

G) To build upon the genius and strengths of the common law and the English Inns of Court and to renew and inspire joy and zest in legal advocacy as a service worthy of constant effort and learning.

Section 2. Principal Location.

The Randy H. Lee American Inn of Court shall be located in the City of Grand Forks, County of Grand Forks, State of North Dakota.

Article II. Organization.

Section I. The Executive Committee.

The Executive Committee is composed of the officers and the chairs of the various committees formed by the Executive Committee. The duties of the Executive Committee are as follows:

- A) Take such action as may be necessary to carry out or assist the officers in carrying out the responsibilities imposed by the Organizational Charter or by these Bylaws, or by the Bylaws, Policies, and Directives of the American Inns of Court Foundation;
- B) Determine the size of each membership category in the Randy H. Lee American Inn of Court;
- C) Establish, collect, and remit local and national membership dues assessments as described herein;
- D) Appoint a representative to attend the national leadership conference of the American Inns of Court Foundation; and
- E) Confer and terminate memberships in the Randy H. Lee American Inn of Court, and perform such other duties as may facilitate proper operation of the organization.

Section 2. The Officers.

The officers of the Inn shall be a president, a vice president, a secretary/treasurer or secretary and treasurer. The officers shall serve a two-year term, or as otherwise directed by the Masters, and may succeed themselves only once. The president and vice president must be selected from among the Masters and shall be elected by vote of a majority of the Masters present at a meeting called for that purpose. All other officers may be selected from any category of membership and shall be elected by majority vote of all members present at a meeting called for that purpose.

Section 3. Committees.

The Executive Committee may establish standing and ad hoc committees from time to time from among the active members of the Inn, and from time to time may change or discontinue committees.

The following standing committees shall be established: Membership Committee and Program Committee. Among such other duties as may be assigned by the Executive Committee, the duties of each committee shall be as follows:

Membership Committee - The Membership Committee shall solicit and review applications for membership in the Inn, make recommendations to the Executive Committee for membership in the Inn, maintain records of attendance, and oversee attendance in accordance with Article III of these Bylaws.

Program Committee - The Program Committee shall oversee and approve program topics, shall be responsible for submitting programs for Continuing Legal Education credit, and shall assign members to Pupillage groups.

The officers shall appoint committee members and chairs of the committees, who shall serve two year terms unless otherwise directed by the Executive Committee, and who may succeed themselves only once. Committees may create ad hoc sub-committees, as appropriate.

Section 4. Pupillage Groups.

All active members will be assigned to a Pupillage Group by the Program Committee, as approved by the Executive Committee. Each Pupillage Group shall be chaired by a Master. The Masters and Pupillage Groups shall be reassigned every year.

Article III. Membership.

Section 1. Active Members.

There are four classifications of members in the Randy H. Lee American Inn of Court, as defined in the bylaws of the American Inns of Court Foundation, and as set forth below:

Masters - Membership as Masters may be held by lawyers with at least fifteen years of experience, judges, and law professors; each of whom has demonstrated superior character, ability, and competence. Masters may retain status of a Master for a five year term, with eligibility for reapplication at the end of a five year term. Retention of status as a Master is contingent upon reasonably active participation in the Inn, to be periodically reviewed by the Executive Committee. Masters must serve continuously for at least five years before being eligible for election to emeritus status. Any Master granted emeritus status may be invited to serve again in an active capacity.

Barristers - Membership as Barristers may be held by lawyers with five to fifteen years of experience who have demonstrated good character and a desire to improve and refine their skills

as advocates.

Associates - Membership as Associates may be held by lawyers with zero to five years of experience.

Pupils - Membership as Pupils may be held by third-year law students, who have been recommended for membership by the Dean of the University of North Dakota School of Law. Pupils may participate in all activities of the Inn, but will not be voting members.

In extending invitations for membership, the Membership Committee should consider the importance of diversity and of extending open and equal opportunity to all. The Membership Committee should consider the inclusion of as many segments of the legal community as possible, deliberately striving for balance of legal practices within membership of the Inn.

Section 2. Inactive Members.

The Executive Committee may confer Emeritus and Honorary memberships as follows:

Emeritus Members - Emeritus membership may be conferred upon active Masters on the basis of long and distinguished service to the Randy H. Lee American Inn of Court.

Honorary Members - Honorary membership may be conferred upon individuals, whether they are lawyers or not, on the basis of distinguished service to the bench or bar, furtherance of American Inns of Court objectives, or other noteworthy achievements.

Honorary and Emeritus Members shall be under no obligation to pay dues, attend meetings, or participate in other programs of the Randy H. Lee American Inn of Court but shall enjoy all privileges of active membership except the right to vote.

Article IV. Meetings and Attendance.

Section 1. Meetings.

Meetings shall be held at least six times per year at such times as the Executive Committee may determine. The Inn shall endeavor to have at least one social event per year wherein members may invite guests.

Section 2. Attendance.

Each active member will be allowed three unexcused absences from the regular meetings in a program year. The Membership Committee shall monitor attendance at meetings and shall submit the names of those who have three absences to the Executive Committee. The non-participating member will be contacted by the Membership Committee in order to determine if he/she wishes to remain in the Randy H. Lee American Inn of Court, and in the event another absence occurs, this member will be dropped from the rolls and all dues will be forfeited.

Article V. Voting and Elections.

Section 1. Masters.

With the exception of Emeritus and Honorary Masters, each Master shall be entitled to one vote on all matters submitted to the Masters. A majority of voting Masters shall constitute a quorum for the transaction of business. Every act done or decision made by a majority of the Masters in attendance at a meeting shall be regarded as the act of all the Masters.

Section 2. Executive Committee.

Each member of the Executive Committee shall be entitled to one vote on all matters submitted to the Committee. In the event of a tie, the President shall have the deciding vote. A majority of the members of the Committee shall constitute a quorum for the transaction of business. Every act done or decision made by a majority of the members in attendance at the meeting called for that purpose shall be regarded as the act of the entire Committee.

Section 3. Elections.

The nomination and election of the President and Vice President will occur every other year during the last regular meeting of the program year, or at a meeting of the active Masters called for that purpose. Selection of these and other officers shall be in accordance with Article II. Selection of other officers shall also occur every other year at a meeting called for that purpose.

Section 4. Vacancies.

When a position as an officer or committee chair becomes vacant, the procedures for election and selection of officers and chairs shall be followed; however, the remainder of the vacant term shall not be counted against the new officer or chair in regards to any maximum term of service.

Article VI. Fiscal Matters.

Section 1. Fiscal Year.

The fiscal year of The Randy H. Lee American Inn of Court shall be the same as the fiscal year of the American Inns of Court Foundation which is from July 1 to June 30 of each year.

Section 2. Dues.

Dues shall be in an amount determined by the Executive Committee, subject to approval of the Masters, and shall be levied by the Treasurer no later than August of each year. In determining the amount of dues, the Executive Committee shall consider amounts necessary to conduct the meetings and meet the operating needs of this Inn, and the amount assessed by the American Inns of Court Foundation as national membership dues. Failure to pay dues after reasonable notice may be considered by the Executive Committee as grounds to terminate membership of the person in default.

Section 3. Expenses.

The Randy H. Lee American Inn of Court shall pay all expenses associated with operation of this Inn, consistent with guidelines established by the American Inns of Court Foundation.

Article VII. Adoption and Amendments.

Section 1. Adoption.

These Bylaws will be adopted upon approval by a majority of the Masters of the Randy H. Lee American Inn of Court and after being submitted to and approved, in writing, by the Board of Trustees of the American Inns of Court Foundation.

Section 2. Amendments.

Amendments to these Bylaws may be made by a majority of the Masters of the Randy H. Lee American Inn of Court and must be submitted to and approved, in writing, by the Board of Trustees of the American Inns of Court Foundation. Methods of conducting voting shall be determined by the Executive Committee.



PROFESSIONAL CREED

Whereas, the Rule of Law is essential to preserving and protecting the rights and liberties of a free people; and

Whereas, throughout history, lawyers and judges have preserved, protected and defended the Rule of Law in order to ensure justice for all; and

Whereas, preservation and promulgation of the highest standards of excellence in professionalism, ethics, civility, and legal skills are essential to achieving justice under the Rule of Law;

Now therefore, as a member of an American Inn of Court, I hereby adopt this professional creed with a pledge to honor its principles and practices:

- ✧ I will treat the practice of law as a learned profession and will uphold the standards of the profession with dignity, civility and courtesy.*
- ✧ I will value my integrity above all. My word is my bond.*
- ✧ I will develop my practice with dignity and will be mindful in my communications with the public that what is constitutionally permissible may not be professionally appropriate.*
- ✧ I will serve as an officer of the court, encouraging respect for the law in all that I do and avoiding abuse or misuse of the law, its procedures, its participants and its processes.*
- ✧ I will represent the interests of my client with vigor and will seek the most expeditious and least costly solutions to problems, resolving disputes through negotiation whenever possible.*
- ✧ I will work continuously to attain the highest level of knowledge and skill in the areas of the law in which I practice.*
- ✧ I will contribute time and resources to public service, charitable activities and pro bono work.*
- ✧ I will work to make the legal system more accessible, responsive and effective.*
- ✧ I will honor the requirements, the spirit and the intent of the applicable rules or codes of professional conduct for my jurisdiction, and will encourage others to do the same.*



**Randy H. Lee American Inn of Court
2018-2019 Membership List (as of September 7, 2018)**

Officers/Executive Committee

Michael McGinniss, President (Master) – michael.mcginniss@und.edu

Al Boucher, Vice President (Master) -- aboucher.rvlo@midco.net

Darla Schuman, Secretary (Barrister) -- lawfirmmaildjs@aol.com

Carmell Mattison, Treasurer (Barrister) -- carmell.mattison@gfcounty.org

Alice Senechal, Membership Co-Chair (Master) -- Alice_Senechal@ndd.uscourts.gov

Shannon Mikula, Membership Co-Chair (Barrister) – shannon.mikula@und.edu

Sarah Gereszek, Program Chair (Barrister) -- sgereszek@kalashpettitlaw.com

Honorary Member – Paula Lee – Plesra6@gmail.com

Masters

Sarah Barron (Master) -- sarahbarron@barronlawfirmllc.com

Sarah Cannon (Master) -- scannon@nd.gov

James Grijalva (Master) – james.grijalva@und.edu

Don Hager (Master) -- dhager@ndcourts.gov

Scott Jensen (Master) -- sjensen@camrudlaw.com

Tracy Kennedy (Master) -- tracykennedy@northdakotalaw.net

Brad Myers (Master) -- myers@law.und.edu

Lolita Hartl Romanick (Master) -- lromanick@ndcourts.gov

Howard Swanson (Master) -- hswanson@swlawltd.com

Barristers

Andrew Eyre (Barrister) -- andrew.eyre@gfcounty.org

Sam Gereszek (Barrister) -- sam@egflawyer.com

Kiara Kraus-Parr (Barrister) -- kiara@kpmwlaw.com

Alyssa Nefstead (Barrister) -- ajnefstead@gmail.com
Cassie Scheving (Barrister) -- cassie@egflawyer.com
Sue Swanson (Barrister) -- sue@swansonimmigrationlaw.com
Jayme Tenneson (Barrister) -- jjtenneson@nd.gov
Cassie Tostenson (Barrister) -- cassie@brudviklaw.com
Haley Wamstad (Barrister) -- haley.wamstad@gfcounty.org

Associates

Robin Aanstad (Associate) -- robin@brudviklaw.com
Sarah Scholler Atkinson (Associate) -- satkinson@vaaler.com
Katelyn Blackburn-Rader (Associate) – kblackburnrader@nd.gov
Patricia Castro (Associate) – patricia@KPMWLAW.com
Anna Dearth (Associate) -- anna@egflawyer.com
Matthew Dearth (Associate) -- Matthew.Dearth@pubdef.state.mn.us
Stefan Dunkelgrun (Associate) – stefan@forkslaw.com
Rachel Egstad (Associate) -- rachel.egstad@gfcounty.org
Mollie Ficocello (Associate) – mollieficocello@gmail.com
Megan Flom (Associate) -- mflom@camrudlaw.com
Brittany Johs (Associate) – brittany@brudviklaw.com
Brandon Lommen (Associate) – b.lommen701@gmail.com
Kyle Markwardt (Associate) – kmarkwardt@camrudlaw.com
Ariana Meyers (Associate) -- ameyers@vogellaw.com
Karyn Novak (Associate) -- karyn@egflawyer.com
Matt Paulson (Associate) – mpaulson@camrudlaw.com
Andria Pinkerton (Associate) – andria@cviconline.org
Shelby Winters Zotto (Associate) – shwinters1992@outlook.com

Pupils

Jacqueline (Jacqui) Bergstrom -- jacqueline.bergstrom@und.edu

Magdalena (Maggie) Brockel -- magdalena.brockel@und.edu

Nicholas (Nick) Samuelson (Pupil) -- nicholas.s.samuelson@und.edu

Hannah Wegner (Pupil) -- hannah.m.wegner@und.edu

Stephen Williamson (Pupil) – stephen.williamson@und.edu

Victoria Zuke (Pupil) – victoria.zuke@und.edu

(50 total members as of 9/7/18)

**RANDY H. LEE AMERICAN INN OF COURT
2018 - 2019 PROGRAM YEAR**

SEPTEMBER 25, 2018 MEETING

Proposed Topic: Joint Association Meeting – History of the Inns/GGFCBA

Pupillage Team #1:

Masters: Scott Jensen (co-chair)
Al Boucher

Barristers: Alyssa Nefstead (co-chair)
Cassie Tostenson

Associates: Robin Aanstad
Sarah Atkinson

Pupil: Nicholas Samuelson

OCTOBER 16, 2018 MEETING

Proposed Topic: Domestic Violence

Pupillage Team #2:

Masters: Lolita Hartl Romanick
Sarah Cannon (co-chair)

Barristers: Haley Wamstad (co-chair)
Darla Schuman

Associate: Brittany Johs
Matt Paulson
Mollie Ficocello

Pupil: Jacqueline Bergstrom

NOVEMBER 13, 2018 MEETING

Proposed Topic: Elimination of Bias - Age

Pupillage Team #3:

Masters: Don Hager (co-chair)
Alice Senechal

Barristers: Sarah Gereszek (co-chair)
Cassie Scheving

Associate: Karyn Novak
Katelyn Blackburn-Rader
Shelby Winters Zotto

Pupil: Stephen Williamson

FEBRUARY 12, 2019 MEETING

Proposed Topic: How to Balance Zealous Advocacy with Professional Civility

Pupillage Team #4:

Masters: Tracy Kennedy
Brad Myers (co-chair)

Barristers: Andrew Eyre
Sam Gereszek

Associate: Brandon Lommen
Ariana Meyers (co-chair)
Stefan Dunkelgrun

Pupil: Victoria Zuke

MARCH 12, 2019 MEETING

Proposed Topic: Ethics – Mental Health

Pupillage Team #5: **Masters:** Sarah Barron (co-chair)
Howard Swanson

Barristers: Shannon Mikula
Carmell Mattison
Kiara Kraus-Parr

Associates: Anna Dearth
Megan Flom
Rachel Egstad (co-chair)

Pupil: Hannah Wegner

APRIL 9, 2019 MEETING

Proposed Topic: Jeopardy

Pupillage Team #5: **Masters:** Michael McGinniss (co-chair)
James Grijalva

Barristers: Sue Swanson
Jayme Tenneson

Associates: Matthew Dearth (co-chair)
Kyle Markwardt
Patricia Castro

Pupil: Magdalena Brockel