

Sagamore American Inn of Court Membership Handbook

2021-2022



Table of Contents

What is American Inns of Court?.....	3
The History of American Inns of Court	4
The Mission of American Inns of Court	5
American Inns of Court Professional Creed	6
Diversity Policy	7
About Sagamore American Inn of Court	8
Sagamore American Inn of Court Membership.....	9
2021-2022 Executive Board.....	10
Attendance Policy.....	11
Contact Information and Member Web Page Accounts	12
How to Access and Update Your Profile on the American Inns of Court Website	13
How Do I Get a Password?	13
How do I Log into the Website?	14
How do I Update My Account and Contact Information?.....	14
How do I Access the Program Library?.....	14
Program Participation	15
Meeting Dates	16
Meeting Agenda	17
Finances.....	18
Mentoring Efforts	20

What is American Inns of Court?

The American Inns of Court is an association of lawyers, judges, and other legal professionals from all levels and backgrounds who share a passion for professional excellence. Through regular meetings, members are able to build and strengthen professional relationships; discuss fundamental concerns about professionalism and pressing legal issues of the day; share experiences and advice; exhort the utmost passion and dedication for the law; provide mentoring opportunities; and advance the highest levels of integrity, ethics, and civility. Our Inns have gained a national and international reputation as an organization that bridges the gap between formal law school education and legal practice by offering career-long continuing education in the Common Law tradition.

This uniquely non-partisan association encourages meaningful mentoring relationships. We are one of the very few legal organizations that involve the whole spectrum of the profession: from law students to supreme court justices; every level of federal and state judges, small firms to large firms; legal educators to law students. All have the opportunity to learn and grow without limit.

Membership is divided into "pupillage teams," with each team consisting of a few members from each membership category depending on the members' level of experience. Each pupillage team conducts one program for the Inn each year. Pupillage team members gather informally outside of monthly meetings in groups of two or more. This allows the less-experienced attorneys to become more effective advocates and counselors by learning from the more-experienced attorneys and judges.

In this collegial environment, outside the courtroom and pressure of daily practice, members discuss legal practice, principles, and methods. Academicians, specialized practitioners, and complementing generalists provide a mix of skill, theory, experience, and passion. This fluid, side-by-side approach allows seasoned judges and attorneys to help shape students and newer lawyers with practical guidance in serving the law and seeking justice.

The History of American Inns of Court

The American Inns of Court concept was the product of a discussion in the late 1970's among the United States' members of the Anglo-American Exchange of Lawyers and Judges, including Chief Justice of the United States Warren E. Burger and Judge J. Clifford Wallace of the U.S. Court of Appeals for the Ninth Circuit. Burger subsequently invited Rex E. Lee, then Dean of the J. Reuben Clark School of Law at Brigham Young University and later U.S. Solicitor General, and Dallin Oaks, then president of Brigham Young University and later justice of the Utah Supreme Court, to test the idea.

At the suggestion of Lee, a pilot program was entrusted to Senior U.S. District Court Judge A. Sherman Christensen, who shaped the idea into a workable concept. The first American Inn of Court was founded February 2, 1980 in the Provo/Salt Lake City area of Utah, and included law students from Brigham Young University. Within the next three years, additional American Inns formed in Utah, Mississippi, Hawaii, New York, and Washington, D.C.

In 1983, Chief Justice Burger created a committee of the Judicial Conference of the United States to explore whether the American Inn concept was of value to the administration of justice and, if so, whether there should be a national organization to promote, establish and assist American Inns, and promote the goals of legal excellence, civility, professionalism and ethics on a national level. The committee reported to the Judicial Conference affirmatively on the two questions and proposed the creation of the American Inns of Court Foundation. The Judicial Conference approved the reports and, thus, endorsed the American Inn concept and the formation of a national structure.

In 1985 the American Inns of Court Foundation with 12 Inns nationally, was organized to support the Inns and to promote the goals of legal excellence, civility, professionalism and ethics on a national level. The establishment of the American Inns of Court Foundation was celebrated at a dinner in Salt Lake City in June 1985. Speakers at the dinner program included Judge Christensen, Judge Aldon J. Anderson, and Dallin Oaks.

The American Inns of Court movement has grown faster than any other organization of legal professionals. Today there are nearly 400 chartered American Inns of Court in 48 states, the District of Columbia, Guam, and Tokyo. There are more than 30,000 active members nationwide encompassing a wide cross-section of the legal community, including federal and state judges, lawyers, law professors, and law students.

The Mission of American Inns of Court

The American Inns of Court inspire the legal community to advance the rule of law by achieving the highest level of professionalism through example, education and mentoring.

American Inns of Court 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.

Diversity Policy

The American Inns of Court Embraces and Encourages Diversity and Inclusiveness

More than just an organization, the American Inns of Court is the embodiment of an ideal. We are dedicated to upholding the standards of the legal profession, to practicing law with dignity and respect, and to encouraging respect for our system of justice. Achieving a higher level of excellence and developing a deeper sense of professionalism occur only with an abiding commitment to the goals of diversity and inclusiveness.

The American Inns of Court firmly believes that personal diversity in all its aspects is essential to our ability to accomplish our mission. Diversity embodies all those differences that make us unique individuals and includes people of different race, ethnicity, culture, sexual orientation, gender, religion, age, personal style, appearance, physical ability as well as people of diverse opinions, perspectives, lifestyles, ideas and thinking. We value the differences in views and perspectives and the varied experiences that are part of a diverse membership. Diversity enriches and broadens our membership, which in turn leads to more creative and meaningful programs.

For the same reasons, the American Inns of Court values professional diversity. Legal professionals and law school faculty, administrators, and students, from all disciplines, from all practice types, from both the public and private sectors, from all economic strata, and from the least experienced to the most seasoned are vital to maximizing the Inn experience. Only by drawing and retaining a diverse membership will we guarantee the success of our unique organization as well as our respective professional pursuits. Therefore, the American Inns of Court are committed to creating and maintaining a culture that promotes and supports diversity not only throughout our organization, but in our profession as well.

About Sagamore American Inn of Court

The Sagamore American Inn of Court was founded in 1997 by Indiana Supreme Court Justice Brent E. Dickson, Marion County, Indiana Judge David J. Dreyer and Indianapolis attorney William F. Conour. The name "Sagamore" was chosen because historically Native Americans used the term to refer to a person known for wisdom and sage advice. One of the highest honors an Indiana Governor can bestow upon a citizen is that of "Sagamore of the Wabash."

The Sagamore Inn was founded to offer a forum where younger lawyers, seasoned attorneys, and judges could meet to discuss ethical issues relating to the practice of law. Delaware Supreme Court Justice Randall Holland, who later served as president of the national American Inns of Court Foundation, addressed the initial organizational meeting with prospective Sagamore Inn organizers. The Inn became a formal organization and held its inaugural meeting on March 18, 1998. The Sagamore Inn became the 314th American Inn of Court, in a movement that has now grown to nearly 400 Inns nationwide.

Sagamore American Inn of Court Membership

Sagamore Inn members are divided into eight teams that represent a cross-section of Indianapolis' legal community. Each team typically includes at least one judge, two senior attorneys, two mid-career attorneys, three relatively new attorneys and one or two law students. Each team is responsible for presenting an educational program to the other Inn members and invited guests. The program is developed at monthly meetings with the team members. The final program generally includes skits, followed by an open discussion in which all Inn members may participate.

Associates are recent law school graduates or recently admitted lawyers in their early years of practice. Associates serve two-year terms.

Barristers are experienced attorneys that have been practicing law for at least 5 years. Barristers serve five-year terms.

Masters of the Bench ("Benchers") are seasoned judges, attorneys and law professors of demonstrated superior character, ability and excellence in the legal profession with at least 15 years experience. Benchers serve indefinite terms, subject to the discretion of the Executive Committee.

Emeritus Members are masters who have resigned from active membership in the Inn but who wish to maintain an ongoing relationship with the Inn.

2021-2022 Executive Board

President

Judge Tim Oakes

Treasurer

Misha Rabinowitch

Program chair

Travis Jensen

Counselor

James Joven

At large

Judge Matt Kincaid

Will Gooden

Administrator

Austin Robbins

Vice President

Raegan Gibson

Secretary

Chris Stevenson

Membership Chair

Tina Bell

Achieving Excellence Chair

Sarah Baker

Recent Past Presidents

Aimée Rivera Cole

Tom Fisher

Judge Robert Freese

(Hendricks Superior Court)

John Daly

Judge Robert Altice

(Indiana Court of Appeals)

Michael Bishop

Attendance Policy

All active members are expected to attend and participate regularly in all Inn meetings. Three unexcused absences during a program year will be deemed to be a resignation, unless the Executive Committee waives this provision for good cause. If absent, make every effort to send a substitute in your place.

Successful completion of the program year requires attending at least six substantive program meetings and participating in at least one program presentation.

Upon resignation of an active member, an applicant who has previously been placed upon the membership waiting list will be invited to join, in order of placement on the waiting list.

Contact Information and Member Web Page Accounts

American Inns of Court maintains a website, <http://home.innsofcourt.org>. The website provides general information regarding the Inns, a listing of local Inns and Inn contacts throughout the United States, and many other great resources. Some resources and features, such as registering for a Leadership Summit, purchasing American Inns of Court merchandise, or ordering a program from the online Program Library, require a login username and password. Any member with an e-mail address on file with American Inns of Court has an account, and your email is your username.

The next two pages of this handbook provide directions for obtaining a password, logging in, updating your profile, and otherwise using the American Inns of Court website. For additional help registering or setting a password, go to: https://home.innsofcourt.org/iCore/Contacts/Sign_In.aspx.

In addition, Sagamore American Inn of Court maintains an affiliated website at: <http://www.innsofcourt.org/inns/sagamoreinn>.

[How to Access and Update Your Profile on the American Inns of Court Website www.innsofcourt.org](http://www.innsofcourt.org)

As a member of the American Inns of Court, you can access great content to help you make the most of your membership experience. We have numerous resources and features that are open to browse on our website including:

- About the American Inns of Court Foundation
- Awards and Scholarship Information
- The Model Mentoring Program

Similarly, there are some content items that are members-only including:

- Ordering programs from the Program Library
- Accessing the national Member Directory
- Updating your member profile

The key to accessing your members-only information is having your email address on file with the national American Inns of Court Foundation. We have e-mail addresses for most active members on file, therefore most members already have an account that will allow you to access the Program Library and other protected content.

Your e-mail address is your user name and it also serves as your website login. Having an email address on file gives you the opportunity to create your own password.

[How Do I Get a Password?](#)

1. Navigate to the American Inns of Court website home.innsofcourt.org
2. Click Sign In at the top of the page (See figure at right)
3. Click Forgot My Password
4. Enter your email address as your Username and click Submit

When you do, a password will be e-mailed to you. If you request your password but do not receive it within 24 hours, please contact the national office at (703) 684-3590.

You may receive the following error message: “We could not find your information in our system.” If you receive this message, please contact the national office at (703) 684-3590. In order to correct this problem, we simply need to update your e-mail address in our database.

How do I Log into the Website?

1. Navigate to the American Inns of Court website home.innsofcourt.org
2. Click Sign In at the top of the page
3. Enter your username (e-mail address) and password
4. Check the Remember Me box to have the system remember your information
5. Click Sign In

How do I Update My Account and Contact Information?

Once you are logged in, click on **Hi, (First Name)** at the top of the page.

On the **About Me** tab, you can edit: Name, Contact information, Profile information, Address, and Social profiles.

- To edit any section, click the pencil icon:
- This will allow you to add or edit information
- Click **Save** to save changes

On the **My Participation** tab, you can view: Communities, Committees, Open invoices, Upcoming events, Recent Transactions, and Donation history. You can also print statements for any open invoices.

On the **Preferences** tab, you can change your password.

How do I Access the Program Library?

1. Once you are signed in, navigate to the **For Members** page and then to the **Program Library** page.
2. Click on the **Online Program Library** button in the upper right corner
3. Search for any program by keyword, topic, program number, or material type.

If you have any questions or need any assistance, please contact the national office at (703) 684-3590.

Thank you for making the most of your American Inns of Court membership.

Program Participation

To assist with developing creative, engaging programs that engender professionalism in all members, the Inn has developed program guidelines:

- Teams should think creatively when choosing a subject for the presentation and should try to avoid repeating themes from recent years. High profile local, state or national issues can provide especially interesting material, as can significant changes in rules bearing on legal practice. Programs concerning legal ethics, civility and collegiality are especially welcome.
- Each team member must contribute, whether performing, writing, or researching.
- Programs should be in skit or other role-playing format. A program that consists only of a lecture (whether by a guest or team member) does not afford all team members the opportunity to participate. Guests with special expertise are welcome, but should not provide the entire presentation.
- Teams must provide written materials for purposes of securing CLE credit. Each team should designate a CLE liaison to provide materials to the program chair no more than one week after the presentation. (The Program Chair will assist with applying for CLE credit and submitting program materials to the CLE commission.)
- The American Inns of Court Program Library collects programs created by Inns nationwide. It is available as a resource for new program ideas and programs on specific topics and practice areas. Go to:
http://home.innsofcourt.org/AIC/For_Members/Program_Library/AIC/Store/Online_Program_Library.aspx
- To submit your team's program to the Program Library, go to:
http://home.innsofcourt.org/AIC/AIC_For_Members/AIC_Program_Lib/Program_Library_Submissions.aspx

Meeting Dates

The Inn meets monthly from September through November, and from January through May. This year we will meet virtually. This year’s meeting dates, with assigned program responsibility for each pupillage team, are as follows:

Date	Pupillage Team
September 8, 2021	Cardozo
October 13, 2021	Lincoln
November 10,2021	Marshall
January 12, 2022	Brandeis
February 9, 2022	Jefferson
March 9, 2022	Darrow
April 13,2021	Holmes
May 11, 2021	Warren

Meeting Agenda

After a catered dinner, the monthly brief business meeting and 60 minute substantive program are held. Our meetings will take place at Allison Mansion, at Marian University, 3200 Cold Spring Road, Indianapolis, Indiana 46222. For parking, we can park at the closest available unrestricted spaces. The closest lots are the Marian Clare Lot (closest) and the Norman Center Lot (a little farther away).

MARIAN UNIVERSITY Indianapolis

THE CAMPUS

- 1 Allen Whitehill Clowes Amphitheater
- 2 Allen Whitehill Clowes Tea House Garden
- 3 Weaver Hospital Memorial Garden
- 4 Allison Mansion at Riverdale
University President
- 5 Alumni Hall
Bookstore, Food Court featuring
Oishi Pizzeria, Starbucks
- 6 Anna and Donovan Center
- 7 Blessed Mother Mary Shrine and
Rosary Walk
- 7 Future Site of Caine-Wagner Hall
Student Residence
- 8 Campus Apartments
- 9 Caretaker's Cottage
Department of Art and Design Faculty Offices
- 10 Clear Hall
Student Residence; Campus Operations
Center for Academic Support and
Engagement (CASE); 21st Century Scholars,
Academic Advising, Academic Engagement,
Academic Support Services, Pathway
Experience (PXE), and Orientation; Counseling
and Consultation Services; Division of Student
Success and Engagement; Language Lab;
Speaking Studio; Student Activities; Student
Affairs, Residential and Commuter Life;
Student Government; Student Health Center;
Unity Center; University Living Services
- 11 DeHaan Family Forum
- 12 Dining Commons
- 13 Doyle Hall
Student Residence
- 14 Drew Family Health and Fitness Center
- 15 Drew Hall
Student Residence
- 16 Nina Mason Pulliam EcoLab
- 17 Franciscan Heritage Fountain
- 18 Huntington Family Hall
Basilica's College of Marian University
- 19 Indy Cyclotopia
Major Taylor Velosports, Indy Cyclotopia
BMX track, Indianapolis city park operated
by Marian University
- 20 Iron Skillet
Parking (Down to Dusk)
- 21 Maintenance Building
Campus Operations Parking
- 22 Marian Hall
Administration, Chapel, College of Arts and
Sciences, Marian's Adult Programs (MAP),
Marian University Theatre
- 23 Michael A. Evans Center for Health Sciences
Art Gallery, Chapel, College of Osteopathic
Medicine, Exercise and Sports Science,
Hilborn Simulation Center, Lighthouse School
of Nursing, Office of Graduate Admission
- 24 Mother Theresa Heckelmeier
Memorial Library
Auditorium, The Exchange (student
employment, internships, career development,
writing center)
- 25 Paul J. Norman Center
Byrum School of Business, Campus Safety
and Police Services, Suburban
and Police Services, Suburban
- 26 Peyton Manning Children's Hospital
Hall of Champions
- 27 Physical Education Center
- 28 Sisters of St. Francis, Oldenburg Hall
Campus Ministry, Chapel, College of Arts and
Sciences, Fred S. Klipsch Educator's College,
Marketing Communications, Paul J. Norman
Chapel Center, San Gaetano Scholars
- 29 Sommers Mansion
Institutional Advancement, Alumni Relations,
Ruth Lilly Health Education
- 30 Staffers Mess Center
- 31 St. Francis Colonnade
- 32 Future Site of St. Joseph Chapel
- 33 St. Vincent Field
- 34 The Overlook at Riverdale Apartments
Graduate Student Residence
- 35 University Hall
Student Residence
- 36 Wheeler-Schickel Mansion
Office of Undergraduate Admission
- 37 30th Street Lot
Parking (Down to Dusk)

Parking Codes:

- A: Apartments C: Commuter and MAP Students R: Resident Students

- +++ Blue Indy Stations

- Emergency Call Box

Students may only park in the above designated lots based on their parking permit type. All students and guests must receive a parking permit from the Office of Campus Safety and Police Services.

Marian University is a tobacco-free campus. This includes all tobacco products, as well as all forms of smoking, including e-cigarettes.



For more information, see the Marian University-Parking Map.

Event	Time
Cocktail Hour/sign in	5:30-6:00
Dinner	6:00-7:00
Presentation/CLE	7:00-8:00
Adjourn	8:00

Finances

The Inn is supported entirely by membership dues paid at the beginning of each membership year. Dues enable the Inn to meet its financial obligations, principally to pay for the cost of the monthly dinner meetings. Sagamore membership dues also include an \$88.00 tax-deductible payment to the American Inn of Court Foundation, a 501(c)(3) organization.

By decision of the Executive Board, the current dues structure is as follows:

Status	Dues
Bencher	\$600.00
Barrister	\$600.00
Associate	\$500.00

Dues must be paid in full by September 1. Failure to pay by the second meeting of the year (in October) may result in membership termination. Payments can be made online through your account on the American Inns of Court website (a 2.2% transaction charge will be added). Payment can also be made by check payable to Sagamore American Inn of Court. Please remit to:

The Sagamore American Inn of Court
c/o Michael Rabinowitch, Treasurer
211 North Pennsylvania Street

One Indiana Square, Suite 1800
Indianapolis, Indiana 46204-4208

Mentoring Efforts

The Sagamore Inn of Court strives to fulfill one of the fundamental goals of the American Inns of Court movement by providing opportunities for its seasoned members to share experiences and insights with its less experienced practitioners.

Most of these mentoring opportunities derive from the close associations formed among the members of the pupillage groups or “teams.” A great deal of bonding and mentoring within each team occurs during the process of planning and presenting the team’s program for the membership. Each team member is expected to be an active participant in development and execution of the team program and to honor their commitment to the team.

In addition to the monthly team gatherings and those that are necessary to prepare for a team program, the teams are encouraged to communicate and meet informally between meetings. These meetings typically occur over lunch or social hour and present another opportunity for group mentoring. Through these interactions, team members quickly identify areas of common interest, which facilitates one-on-one mentoring through individual counseling, shadowing, or involvement together in law-related activities.

Additionally, the Sagamore Inn has a formal mentoring program. The Executive Board takes applications from those Members interested in participating. The mentors and mentees are paired up with due consideration to assigning Associates to Mentors with whom they may be expected to have a good rapport. The mentor and mentee are asked to meet (virtually, phone call, or in person) at least 4 times during in the Inn of Court year.

At the end of the Inn year, the Sagamore Inn asks the participants in this program to complete a membership survey so that we can identify our strengths and weaknesses as an organization. Part of this survey solicits feedback on the quantity and quality of the mentoring component of our Inn. These evaluations are used by the Executive Council to plan the year ahead.