

**CIVIL BENCHBOOK COMMITTEE
AGENDA
January 25, 2013**

1. **Members participating via conference call:** Judge Gregory Horn (Chair), Mag. Katherine Garza, Judge Michael E. Hoff, Com. Mark Jones. Staff: Amanda Wishin
2. **Minutes from the October 12, 2012 meeting approved.**
3. **Update on the Civil Benchbook Format:** Ms. Wishin informed the Committee that the benchbooks will no longer be distributed on a CD-ROM, but are in the process of being made an INcite application. With the INcite application, the books will be accessible from any computer, and can be updated at any point in the year. The rollout for the benchbook application will likely take place in February, 2013.
4. **Assignments.** The members on the conference call decided that the following chapters should be reviewed and updated:

15 Pre-Trial
135 Injunction
155 Class Actions

In addition, a completely new chapter on interpreters and real estate should be added. The real estate chapter will envelop the current eminent domain and foreclosure chapters, and will add focuses on partition, tax sales, and eviction.

Below is a list of the projects to be accomplished in the next year. Some of these assignments have already been claimed, but I am asking for volunteers for the following:

15 Pre-Trial- NEED VOLUNTEER
135 Injunction – **Judge Hoff**
155 Class Actions- NEED VOLUNTEER
Interpreters – New Chapter – NEED VOLUNTEER (Mag. Garza has volunteered to assist)
Real Estate – Partition – New Chapter - **Judge Horn**
Real Estate – Tax Sale – New Chapter - **Com. Jones**
Real Estate – Eviction – New Chapter - NEED VOLUNTEER

Please mark your calendars: The next meeting will be held on **Friday, May 17th at 10 a.m.** Assignments will be due to Amanda Wishin on **Friday, May 3rd.**

CIVIL BENCHBOOK COMMITTEE

Minutes

August 2, 2013

1. **Attendance via conference call:** Judge Altice, Judge Hoff, Judge Horn
2. **Minutes from the January 25, 2013 meeting approved.**
3. **INCite:** Amanda Wishin updated the Committee that all benchbooks are now available on INCite and can be updated at any time.
4. **Review partition – Judge Horn:** The Committee reviewed this new section and approved it for posting. Since this is part of a larger chapter, we will wait to post this until the other parts of “Real Estate” are finished.
5. **Review Tab 135: Injunctions – Judge Hoff:** The Committee reviewed the edits to this section and approved it for posting.
6. **Review Tab 155: Class Actives – Judge Altice:** The Committee reviewed the edits to this section and approved it for posting.
7. **Next meeting:** The next meeting was set for May 17, 2013 at 10 am via conference call.