

# WASHINGTON STATE BAR ASSOCIATION



## FY24 Annual Fall Section Leaders Orientation *Unite and Ignite: Collaborating Toward Excellence*

Monday, November 13, 2023 | 9:00 am - 11:00 am  
Via [Zoom](#) | Meeting ID: 852 1924 8825 | Passcode: 609620  
Zoom Conference Call Line Toll Free Option: (888) 788-0099

9:00 a.m.	<b>Welcome &amp; Introductions</b> <ul style="list-style-type: none"><li>• Kickoff Activity</li><li>• Volunteer Video</li></ul>	Julianne Unite, <i>Member Services and Engagement Manager</i> Carolyn MacGregor, <i>Sections Program Specialist</i>
9:30 a.m.	<b>WSBA Overview &amp; Updates</b>	Hunter Abell, <i>President</i> Terra Nevitt, <i>Executive Director</i>
9:50 a.m.	<b>WSBA Finance Updates</b>	Tiffany Lynch, <i>Director of Finance</i>
10:10 a.m.	<b>Court Rules and WSBA Bylaws</b>	Lisa Amatangel, <i>Associate General Counsel</i>
10:30 a.m.	<b>Partnering with WSBA CLE</b>	Rachel Matz, <i>Education Programs Lead</i> Sally Romero, <i>Education Programs Lead</i>
10:55 a.m.	<b>Sections Preview</b>	Sections Team
10:58 a.m.	<b>Closing Remarks and Reminders</b>	Noah Baetge, <i>Sections Program Coordinator</i>
11:00 a.m.	<b>Adjourn</b>	

## FY24 AT-A-GLANCE

December 11	Legislative Primer
Nov.- Jan.	Renew Your Section Membership
January 2024	New Membership Year! Executive Committee Recruitment Begins
February	Election Prep in full swing!
March/April	Executive Committee Applications Due
April	Annual Spring Section Leaders Meeting
April	Annual Budget Process Begins (FY25)
May/June	Executive Committee Elections
July	Final Section FY25 Budget Due
September	Board of Governors Reviews/Approves Budget
September 30	End of Fiscal Year
October 1	New Fiscal Year Begins New Executive Committee Term Year
October	FY24 Expenses Due
October	FY24 Section Annual Reports Due
November	Fall Section Leaders Orientation (FY25)
December 31	End of 2024 Membership Year

# ANNUAL FALL SECTION LEADERS ORIENTATION

*Unite and Ignite: Collaborating Toward Excellence*

Monday, November 13, 2023

9:00 a.m. – 11:00 a.m.





# ANNUAL FALL SECTION LEADERS ORIENTATION

*Unite and Ignite: Collaborating Toward Excellence*

Monday, November 13, 2023  
9:00 a.m. – 11:00 a.m.

# WELCOME & INTRODUCTIONS

JULIANNE UNITE, *Member Services and Engagement Manager*

CAROLYN MacGREGOR, *Sections Program Specialist*

NOAH BAETGE, *Sections Program Coordinator*

CHELLE GEGAX, *Member Services and Engagement*

*Administrative Assistant*



# AGENDA

- Welcome & Introductions
- WSBA Overview & Updates
- WSBA Finance Updates
- Court Rules & WSBA Bylaws
- Partnering with WSBA CLE
- Closing Remarks & Reminders
- Adjourn



# WSBA DEPARTMENT DOWNLOAD!



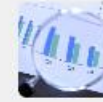
ADV – Advancement



COM – Communications and Outreach



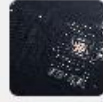
EJD – Equity and Justice



FIN - Finance



HRD – Human Resources



ITD – Information Technology



ODC – Office of Disciplinary Counsel



OED – Office of Executive Director



OGC – Office of General Counsel



RSD – Regulatory Services

1. How many departments make up the WSBA? **10**

3. Which department does the Sections Team reach out to for section rosters and member demographic info? **RSD**

5. Can you name any of the five? **ADV, OGC, FIN EJD, OED**

7. Can you name any of the three? **COM, ITD, RSD**

8. The Legislative Affairs Team, consisting of Sanjay Walvekar and Camden Fobert and charged with helping sections stay apprised of bills of potential relevance or interest, is part of what dept? **COM**

**ADV** 2. Which department houses the CLE Team?

**5** 4. To bring an action item before the BOG, such as proposed legislation of section bylaws amendments, how many depts at minimum are involved?

**3** 6. How many other depts does the Sections Team (ADV) work with to administer section executive elections each spring?

# WELCOME TO WSBA

- [WSBA Volunteer Welcome and Introduction Video](#)

# WSBA OVERVIEW & UPDATES

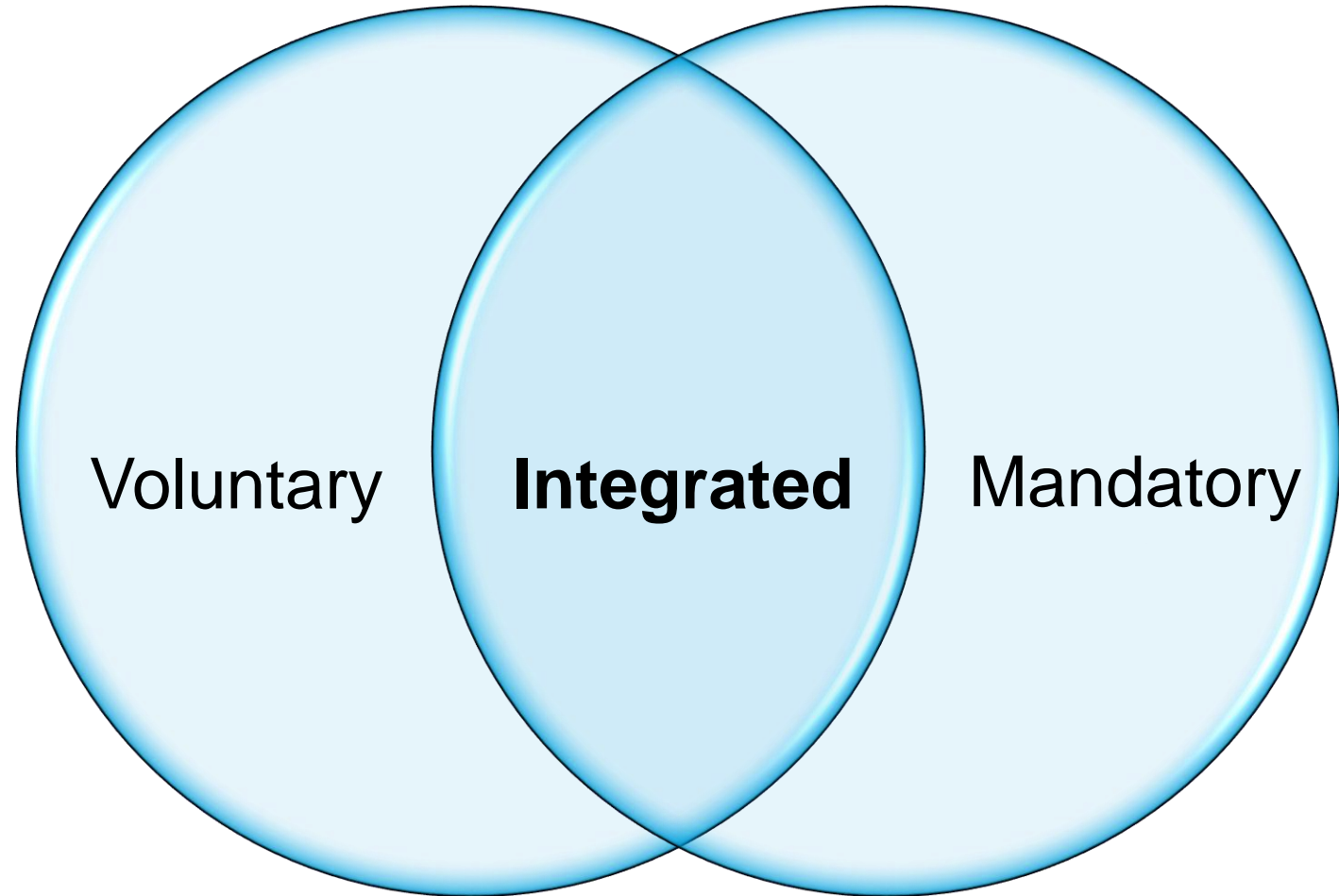
HUNTER ABELL, *President*

TERRA NEVITT, *Executive Director*





# BAR ASSOCIATION STRUCTURES





# **WSBA MISSION STATEMENT**

The Washington State Bar Association's mission is to serve the public and the members of the Bar, to ensure the integrity of the legal profession, and to champion justice.



## WASHINGTON SUPREME COURT

### ADMINISTERED BY THE WSBA



#### → Court-Created Boards (Court-appointed)

- Access to Justice
- Disciplinary
- Limited License Legal Technician
- Limited Practice
- Mandatory Continuing Legal Education
- Practice of Law

#### → Court-Created Boards (BOG-appointed)

- Bar Examiners
- Character and Fitness
- Law Clerk
- Client Protection

#### → Other Discipline-Related Entities

- Hearing Officer List   
(Court-appointed)
- Disciplinary Selection Panel   
(Court-appointed)
- Adjunct Disciplinary Counsel Panel   
(Board of Governors-appointed)
- Discipline Advisory Round Table   
(joint venture of the WSBA and the Supreme Court)



### BOARD OF GOVERNORS (BOG)

#### → BOG Committees

- Awards
- Budget & Audit
- Executive
- Legislative
- Nominations
- Personnel

**WSBA  
Foundation  
501(c)(3)**

#### → WSBA Committees

- Continuing Legal Education
- Court Rules and Procedures
- Editorial Advisory
- Judicial Recommendation
- Legislative Review
- Pro Bono and Public Service
- Professional Ethics
- Small Town and Rural
- Washington Young Lawyers

#### → Other

- Sections (29)
- Council on Public Defense
- Long-Range Strategic Planning
- Member Engagement Council
- Diversity, Equity & Inclusion Council\*

\* Includes both WSBA and BOG members

## Entity Chart

The WSBA operates under the delegated authority of the Washington Supreme Court to license the state's nearly 40,000 legal professionals.

Created Oct. 25, 2019/Updated Aug. 18, 2022

# STRATEGIC PRIORITIES

- ❖ Study **member well-being** and expand and improve resources for and assistance to legal professionals and the legal community
- ❖ Assess **technology-related** opportunities and threats and determine WSBA's role vis-a-vis regulation, consumer protection, and support to legal professionals
- ❖ Improve the experience of **belonging** among legal professionals and in the legal community
- ❖ Support **rural practice** and access to justice in small towns and rural parts of the state



# WORKING WITH THE BOARD OF GOVERNORS

## 2023-2024 WSBA BOARD OF GOVERNORS MEETING SCHEDULE

MEETING DATE	LOCATION	DESCRIPTION	MATERIALS DEADLINE
October 20-21, 2023	WSBA Conference Center Seattle, WA	Team Building Retreat	n/a
November 2-3, 2023	University of Washington School of Law Seattle, WA	BOG Meeting	October 10, 2023
January 12-13, 2024	WSBA Conference Center Seattle, WA	BOG Meeting MLK Luncheon Jan. 12	December 5, 2023
March 7-8, 2024	Gonzaga University School of Law Spokane, WA	BOG Meeting	February 13, 2024
May 2-3, 2024	Lodge at Columbia Point Richland, WA	BOG Meeting	April 9, 2024
July 18-19, 2024	Lucy F. Covington Government Center Nespelem, WA	BOG Meeting	June 18, 2024
September 6-7, 2024	Olympia Hotel at Capitol Lake Olympia, WA	BOG Meeting	August 13, 2024

# ROLE OF STAFF LIAISON

- Attends executive committee meetings to serve as resource and provide WSBA updates
- Provides guidance in navigating WSBA and its policies and processes
- Assists with contracts, MOUs, and LOAs
- Works with section executive committees on bylaws amendments and project proposals
- Coordinates budget-related requests and arranges payment for section expenses

With assistance from Sections Team:

- Assists with section communications sent through WSBA channels
- Maintains records of section executive committee business, rosters, activities, and programs
- Administers and supports annual section EC projects such as EC elections, budget planning, and section annual reports
- Hosts semi-annual informational meetings and a discussion series for section leaders

# BOG LIAISONS TO SECTIONS



Kevin Fay, Dist. 9

- Administrative Law
- Business Law
- Corporate Counsel
- International Practice



Allison Widney, Dist. 3

- Criminal Law
- Liquor, Cannabis, & Psychedelics Law



Kristina Larry, Dist. 8

- Animal Law
- Dispute Resolution
- Health Law



Brent Williams-Ruth, At Large

- Elder Law
- LGBTQ+ Law
- World Peace Through Law



Tom Ahearne, At Large

- Anti-Trust, Consumer Protection & Unfair Business Practices
- Litigation



Jordan Couch, At Large

- Environmental & Land Use Law
- Senior Lawyers

# BOG LIAISONS TO SECTIONS



- Family Law\*
- Juvenile Law
- Solo & Small Practice

Kari Petrasek, Dist. 2



- Labor & Employment Law
- Legal Assistance to Military Personnel
- Real Property, Probate & Trust

Todd Bloom, Dist. 6



- Taxation

Nam Nguyen, Dist. 10



- Civil Rights Law
- Family Law\*
- Indian Law
- Low Bono

Sunitha Anjilvel  
President-Elect and Dist. 1



- Construction Law

Serena Sayani, Dist. 7S



- Creditor Debtor Rights
- Intellectual Property

Matthew Dresden, Dist. 7N

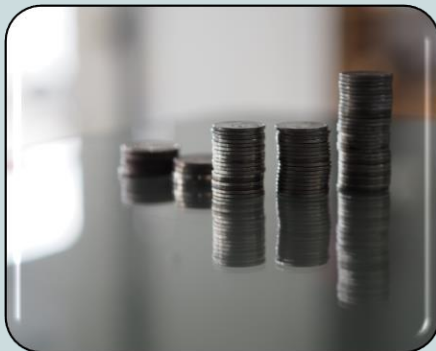


# WSBA FINANCE UPDATES

TIFFANY LYNCH, *Director of Finance*



# WSBA FINANCE TEAM



Accounts  
Receivable

Accounts  
Payable

Budgeting &  
Financial  
Reporting

Policies &  
Procedures

# FY25 BUDGET

## SECTION BUDGETS

April 8, 2024	Spring Section Leaders Meeting/Budget Kickoff
April 15, 2024	Budget materials provided to Section Leaders
May 31, 2024	PMC Provided to Sections
June 7, 2024	FY25 1 <sup>st</sup> draft budgets due from Sections
June 24, 2024	Sections team sends 1st draft comments to Sections
July 19, 2024	Final budget revisions due from Sections

## BOARD OF GOVERNORS & BUDGET AND AUDIT COMMITTEE

March 7-8, 2024	Board Budget Retreat
May 31, 2024	Review and approval of PMC by Budget and Audit Committee
June 21, 2024	Budget & Audit Committee review of first draft
July 18-19, 2024	Board of Governors review of draft first draft
August 9, 2024	Budget & Audit Committee review of final draft
September 6-7, 2024	Approval of final budget

# SECTIONS PER MEMBER CHARGE

- Per Fiscal Policy, each Section shall reimburse WSBA for the cost of administering the various Sections through an **annual per-member charge (PMC)**. The amount for **FY24 is \$18.73**.
- The PMC is calculated as part of the WSBA annual budget process, based on the first draft of WSBA's indirect budget.
- Expenses included in the PMC calculation are attributed to WSBA employees' time in support of and work for the Section. These costs include: (1) salaries and benefits, (2) overhead, and (3) direct expenses.
- The Budget and Audit Committee will be reviewing the calculation in FY24, prior to the budget development process (likely at December and/or February meetings).

# WSBA FINANCE RESOURCES

- WSBA website: [www.wsba.org/about-wsba/finances](http://www.wsba.org/about-wsba/finances)
  - Current and Previous 5 years of annual budgets
  - Prior 3 months of financial statements
  - Prior year-end audited financial statements
  - Fiscal Policies and Procedures
  - Expense reimbursement form
- Budget and Audit Committee: [www.wsba.org/Legal-Community/Committees-Boards-and-Other-Groups/budget-audit](http://www.wsba.org/Legal-Community/Committees-Boards-and-Other-Groups/budget-audit)
  - Board meeting notices & [2024 meeting schedule](#)
  - Historical budget and financial statements
  - License fee information

# TIPS AND BEST PRACTICES

Also on the WSBA website:

- Find videos for expense reimbursements and fiscal policy updates under What's New on the [Fiscal Policy page](#) in the Volunteer Toolbox.
- Visit the [Accounting forms page](#) to upload and submit an ACH/EFT direct deposit form

## TIPS AND BEST PRACTICES

- When planning events and projects, refer to section budget early in the process to ensure sufficient available funds or initiate a request for approval to use unbudgeted funds.
- Consult with your staff liaison early in the planning process to determine most appropriate form of written agreement with vendors, sponsors, partners, etc.
- WSBA must be a signatory on any agreements and contracts with external partners, vendors, etc., and whenever possible, prefers to pay external parties directly. Work with staff liaison to arrange contract review and method of payment.

# COURT RULES & WSBA BYLAWS

LISA AMATANGEL, *Associate General Counsel*





# SELECTED COURT RULES AND BYLAWS

- 1) GR 12.2 – WSBA Purposes and Activities
- 2) GR 12.4 – WSBA Access to Records
- 3) WSBA Bylaws, Article VII - Meetings
- 4) WSBA Bylaws, Article XI - Sections

## GR 12.2 - WSBA PURPOSES

WSBA carries out administrative responsibilities and functions

- Expressly delegated to it by GR 12.2 and
- Other Supreme Court rules and orders regulating the practice of law
- Including the purposes and activities in **GR 12.2 (a)** and (b)

# WSBA ACTIVITIES

## GR 12.2 (b) Specific Activities Authorized

- *E.g.*, Sponsor and Maintain Sections – whose activities further these purposes, and
- Maintain a legislative presence – to inform members of new and proposed laws and inform public officials about bar positions and concerns.

# ACTIVITIES NOT AUTHORIZED

GR 12.2 (c) – The WSBA will not:

- Take positions on issues concerning the politics or social positions of foreign nations;
- Take positions on political or social issues which do not relate to or affect the practice of law or the administration of justice;
- Support or oppose, in an election, candidates for public office.

## GR 12.4 - PUBLIC RECORDS

- Not PRA (Public Records Act, RCW 42.56) or FOIA (Freedom of Information Act, 5 U.S.C. § 552)
- General Rule 12.4
  - Presumes public access
  - Applies to WSBA and its subgroups – including sections
- Public Records Officer and records request procedure at <https://www.wsba.org/about-wsba/who-we-are/public-records>

# PUBLIC RECORDS AND SECTIONS

- All written communication with WSBA staff and records you give to or store with WSBA may be subject to disclosure;
- This includes emails and other electronic records;
- Section records that are “Bar records” are subject to disclosure.

## BAR RECORDS DEFINED

“**Bar record**” means “any writing containing information relating to the conduct of any Bar function prepared, owned, used, or retained by the Bar regardless of physical form or characteristics. Bar records include only those records in the possession of the WSBA and its staff or stored under Bar ownership and control in facilities or servers.” GR 12.4(c)(2)

“**Writing**” means “handwriting, typewriting, printing, photostating, photographing, and every other means of recording any form of communication or representation in paper, digital or other format.”

# IS THIS A BAR RECORD?

Yes, it's a Bar record if:

1. It contains information relating to the conduct of any Bar function; **and**
2. It is prepared, owned, used, or retained by the Bar; **and**
3. It is in the possession of the WSBA and its staff or stored under Bar ownership and control in facilities or servers.



## NOT A BAR RECORD:

- A record prepared by a member of a section who is not a WSBA employee, if that record is solely in that person's possession, not WSBA's; **or**
- A record that the Bar would have to create that is not currently in its possession at the time of a request.

# EXEMPTIONS

- Not all Bar records are subject to disclosure;
- If an exemption applies WSBA generally will **not** produce the record in response to a request (or will redact exempted parts);
- Frequent exemptions include records listed in GR 12.4 and records made confidential by the Rules for Enforcement of Lawyer Conduct (ELC).
- **Note:** GR 12.4 incorporates other exemptions and confidentiality provisions in, *e.g.*, Rules of Professional Conduct (RPC), Admission and Practice Rules (APR), General Rules, and the state Public Records Act.

# EMAIL BEST PRACTICES

- Be **mindful** about what you email to WSBA staff.
- Do not mix “business” and “personal” content in a single email or email thread.
- **Consider:** Is email the appropriate or best medium for your communication?
- Beware of public disclosure requirements in your work setting.

## EMAIL RETENTION

- First (or only) WSBA staff person in “to” line on multi-recipient email from outside WSBA is responsible for handling it within WSBA’s policies, and destroying it when eligible for destruction – **not** the Section member;
- Retention period is determined by content, not by method of communication;
- WSBA sender of email is responsible for correct handling – **not** the Section member.

# WSBA BYLAWS – ARTICLES VII AND XI

## Article VII - Meetings

- WSBA Bylaws, not OPMA (Open Public Meetings Act, RCW 42.30)
- Transparency for members and public

## Article XI - Sections

## ARTICLE VII – OPEN MEETINGS POLICY

- **Meeting** = any meeting of a Bar entity at which action is contemplated
- **Action** = transaction of official business “including but not limited to receipt of member information, deliberations, discussions, considerations, reviews, evaluations, and final actions”
- **Schedule & contact information** made reasonably available by the Bar
- **Executive Session** (Bylaws, VII.B.7.c.) can’t exclude Bar staff or BOG liaison

## OPEN MEETINGS, CONTINUED

- **Minutes** – recorded and open to public inspection (excluding sub entities unless specifically authorized to take final action for the entity)
- **No secret ballots** (generally)
- **Open and Public** (unless Executive session) – in person, by videoconference or teleconference
- **Exception**: Executive Committee meeting about legislation can be by email (Bylaws, XI.F.2)

## ARTICLE XI - SECTIONS

A. Designation: “Sections are entities of the Bar created and tasked to carry on the work of the Bar and further their purposes as defined in individual section bylaws. . . .”

E. Bylaws and Policies: “Sections are subject to all Bylaws, policies, and procedures. Each section must have bylaws consistent with the Bar Bylaws. . . .”

Note: Inactive members may be voting members of sections if permitted by section’s bylaws. Bylaws, XI.C.1.



# OGC SERVICES/SUPPORT

## Bylaw Amendments:

- Review or assist with drafting
- Compliance with section bylaws and WSBA policies
- Guidance re BOG processes

## Contract Review

## Newsletter Review

## Other Services/Support as needed

# PARTNERING WITH WSBA CLE

RACHEL MATZ, *Education Programs Lead*  
SALLY ROMERO, *Education Programs Lead*



# AGENDA

- Welcome & Introductions
- WSBA CLE Portfolios
- Section Partnership
- Program Options
- Questions



**CLE PROGRAMS MANAGER:  
SHANTHI RAGHU**

**LEADS:**

**KAREN DUNCAN**

**RACHEL MATZ**

**SALLY ROMERO**



# THE PARTNERSHIP

*Sections are a critical partner in developing and delivering valuable continuing legal education programming for the members of the bar.*

*WSBA CLE is invested in your success, and as a partner, looks to continually reflect and improve our ability to deliver quality and relevant content to advance the legal profession.*



## VOLUNTEERS FROM ALL OVER THE WORLD WANT TO PARTNER WITH US

- Belgium
- Brazil
- Burma
- Canada
- Finland
- France
- Germany
- India
- Luxembourg
- Norway
- Spain
- Tibet
- United Kingdom – remote AND in-person!

# WSBA-CLE TESTIMONIALS



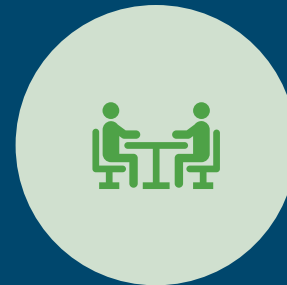
“Incredible – what a[n] important resource for attorneys to have. Presenters were warm and incredibly knowledgeable.”



“The speakers were very passionate and persuasive.”



“This was a really interesting and well planned CLE. Watching a CLE on-line all day can give me the nods, but I stay engaged and interested all day. Thank you!”



“[A Judge] sat down next to me and another attendee during lunch. We had a pleasant little chat.”

# WSBA-CLE

WSBA-CLE is a self-sustaining program

- *Section CLEs*
- *Mini-CLEs*
- WSBA Presents
- New Member Education
- Legal Lunchbox
- Regulatory Programming



# PROGRAM OPTIONS



# Section CLEs (half, full, multi-day)

## Mini-CLEs

**COMPARISON**



	Half/Full/Multi-Day	Minis
Cost to Section	\$0	Accreditation: \$12 Webinar Tool: \$100 Venue/Food, etc.: TBD
Net Revenue	Split per fiscal policy over three years	Section retains all revenue
Attendee Options	Live: in person and remote OnDemand	Live: in person and/or remote
Credits	3 credits or more	2 credits or fewer
Tuition	Half-Day: \$159 Full-Day: \$275 Multi-Day: \$399 *option for section member pricing	\$35 or less
Program logistics	WSBA	Section
Timeline	6 months or more depending on program	Logistics confirmed by 6 weeks

**HALF/FULL/MULTI-DAY**



# HALF-DAY, FULL-DAY AND MULTI-DAY CLES

- **During budgeting at the end of the FY**, note your plans pertaining to CLEs for that fiscal year in the narrative section
  - **6 months prior to program date**
    - WSBA Staff will reach out to start planning
    - Develop topic and theme
    - Recruit Faculty
  - **3 months prior to program date**
    - Education Programs Lead works with Chairs and Faculty to develop, market and deliver the program

11 Weeks Out (or as soon as you have this information)

Date

- For the store page, confirm with Lead the following:
  - ✓ Seminar Title
  - ✓ Credit Hours and Breakdown (L&LP, Ethics, Other)
  - ✓ Discounted fees, if offering (i.e. Section member or New member)
  - ✓ Seminar description
- Lead submits form for Seminar Registration Link. When live, Lead will email link to Chair(s) and faculty.

9 Weeks Out

Date

- Agenda is finalized. Confirm with Program Lead that faculty have provided all their session titles.
- Faculty and Chair(s) begin to market Seminar to networks – Post to Section list serve + live Seminar Registration Link.
- Lead circulates the agenda to faculty for final edits.
- Marketing team creates E-Flyer from final agenda. When complete, Lead will email out to all faculty and Chair(s).

8 Weeks Out

Date

- Chair(s) and Faculty continue to market the seminar through Section List Serve and networks – Program Flyer, registration link (ongoing).
- Verify Print Mailing.

4 Weeks Out

**MINI-CLE**





# MINI-CLE SEMINARS

- Section member benefit
- Up to 2.0 CLE credits
- Up to \$35.00 tuition
- Low cost to section
- Section keeps any revenue
- MCLE requirements apply
- Section-led with WSBA staff support

# MINI-CLE TIMELINE

- **Up to 6 months in advance:** Upon section's request, WSBA adds hold to calendar up to six months ahead
- **6-8 weeks in advance:** Completed Event Form must be submitted at least six weeks prior to program.
- WSBA-CLE sets up registration, serves as the accreditation sponsor, creates and sends e-blasts, and reports CLE credits to MCLE within 30 days of the seminar

## MINI-CLES: WEBINAR/IN-PERSON/HYBRID

- Webinar: WSBA webinar tool (On24) or third-party platform (e.g., Zoom, GoToWebinar)
- In-person: Section is responsible for choosing, securing, and setting up the venue
- Hybrid: both in-person and webinar components
- [Quick Reference Guide](#) – overview of Section/WSBA duties and what to expect for each event type in detail

# ADDITIONAL RESOURCES

[Section Mini-CLE Programming \(wsba.org\)](#)

[CLE Revenue Sharing Fiscal Policy](#)

**WE WANT TO HEAR FROM YOU!**

**QUESTIONS?**

**[KAREND@WSBA.ORG](mailto:karend@wsba.org)**

**[MINICLE@WSBA.ORG](mailto:minicle@wsba.org)**

**[SALLYR@WSBA.ORG](mailto:sallyr@wsba.org)**

## WORKING TOGETHER WITH THE CLE AND SECTIONS TEAMS

- If planning a reception or dinner at a separate venue from the CLE program, work with Sections staff liaison on planning, budget, and contract/agreements.
- Consult with Sections staff liaison when developing and utilizing scholarships programs for CLEs
- Work with Sections Team on “save the Date” announcements and additional publicity for CLE programs.
  - Utilize Sections webpages for Program descriptions and recordings

# SECTIONS PREVIEW

CAROLYN MacGREGOR, *Sections Program Specialist*  
NOAH BAETGE, *Sections Program Coordinator*



# SECTIONS PREVIEW

- Timeline Review
- Elections Setup Form
- January Discussion Series
  - EC Member Recruitment
- Sections Marketing Tip Sheet

FY24 AT-A-GLANCE	
December 11	Legislative Primer
Nov.- Jan.	Renew Your Section Membership
January 2024	New Membership Year! Executive Committee Recruitment Begins
February	Election Prep in full swing!
March/April	Executive Committee Applications Due
April	Annual Spring Section Leaders Meeting
April	Annual Budget Process Begins (FY25)
May/June	Executive Committee Elections
July	Final Section FY25 Budget Due
September	Board of Governors Reviews/Approves Budget
September 30	End of Fiscal Year
October 1	New Fiscal Year Begins New Executive Committee Term Year
October	FY24 Expenses Due
October	FY24 Section Annual Reports Due
November	Fall Section Leaders Orientation (FY25)
December 31	End of 2024 Membership Year



# CLOSING REMARKS & REMINDERS

NOAH BAETGE, *Sections Program Coordinator*



# *Thank you!*

*Sections are important partners in promoting the WSBA's mission to serve the public and the members of the Bar, to ensure the integrity of the legal profession, and to champion justice. Let's unite and ignite to collaborate toward excellence!*

