

MINUTES

**WASHINGTON STATE BOARD OF
MANDATORY CONTINUING LEGAL EDUCATION**

May 21, 2010

The meeting of the Washington State Board of Continuing Legal Education was called to order by Chair Karen Sayre at 10:07 a.m. on Friday, May 21, 2010, at the WSBA Conference Center in Seattle, Washington. Board members in attendance were:

Karen Sayre, Chair (via teleconference)
 John W. Chessell
 Efrem Krisher
 John Tappan Menard (via teleconference)
 Archer Summers (via teleconference)
 Kay L. Verelius

Absent were Tera Schreiber, MCLE Board member, and Carla Lee, BOG Liaison Liaisons and Staff attending were:

Kathleen Todd	MCLE Board Executive Secretary
Jean McElroy	WSBA Regulatory Services Director
Adriana Castano-Agudelo	MCLE Analyst

APPROVAL OF THE MINUTES

The minutes of the March 19, 2010, meeting were approved by motion.

2010-2011 MCLE BOARD MEETING SCHEDULE

The Board adopted 2010-2011 schedules for the MCLE Board meetings and for the meetings of the Petition Committee, a subcommittee of the MCLE Board.

SPONSOR FEES CHARGED TO INTERNAL WSBA CLE SPONSORS

Julie Mass, WSBA Deputy Director for Finance and Accounting and the WSBA CFO made a presentation to the Board. She requested that the Board consider revising how MCLE fees are charged to internal WSBA CLE sponsors that are covered by the WSBA General Fund. The purpose is to bring the way these charges are handled into compliance with Generally Accepted Accounting Principles (“GAAP”) as well as to minimize credit card transaction costs. The Board resolved by motion to change the billing process to minimize the credit card transaction costs as well as to apply the same fee structure to internal CLE General Fund sponsors that it applies to similar CLE sponsors outside of the WSBA, but to do it in a way that meets “GAAP” requirements.

Reg 102(e) EVALUATION FORM REQUIREMENT

The Board resolved by motion to make the Evaluation Form Program, which has been a pilot program since September 2009, a permanent program. The program allows the following to use the program to satisfy the requirements of APR 11 Regulation 102(e) if the sponsor did not make evaluation forms available to all attendees: (1) all WSBA lawyers who take courses from non-WA sponsors; (2) in-state lawyers who take courses via teleconference or by a live webcast, webinar, or videoconference if the sponsor is not based in Washington.

CONSENT CALENDAR

Thirty-three member petitions were submitted to the Board on the Consent Calendar. Each petition was previously considered by the MCLE Board Petition Committee on May 7, 2010, and a recommendation on each was made for review by the full Board. The full Board assessed each recommendation. Motions were proposed, seconded and passed. No list of these motions made is attached to these minutes to protect the confidentiality of members and sponsor

SUPPLEMENTAL MEMBER PETITIONS

Nine additional member petitions were reviewed. Each petition was considered and resolved by motion, which was passed unanimously. No listing of these motions is attached to these minutes to protect the confidentiality of the member and sponsor.

ADJOURNMENT

There being no further business at hand, the MCLE Board meeting was adjourned at 11:40 a.m. The next Board meeting will be at 10:00 a.m. on Friday, July 16, 2010.

Respectfully submitted,

Kathleen Todd

MCLE Board Executive Secretary