



Alternative Dispute Resolution Section

Washington State Bar Association

1325 Fourth Ave., Ste. 600
Seattle, WA 98101-2539

2016-2017 Executive Committee

Adrienne Keith Wills, Chair
Courtney Kaylor, Chair-Elect
Craig Beles, Past Chair
Courtland Shafer, Treasurer
Joanna Roth, Secretary

Hon. Paris K. Kallas
Paul McVicker
Lish Whitson
Sasha Philip
Mel Simburg
Alan Alhadeff
John Butler

EXECUTIVE COMMITTEE MEETING MINUTES

November 18, 2017

12:00 – 1:30pm

1. **Roll Call** – Meeting called to order at 12:15.

- a. In-Person: Craig Beles, John Butler, Adrienne Keith Wills, Mel Simburg, Joanna Roth, Paul McVicker, Alan Alhadeff.
- b. By Phone: Sasha Philip, Courtland Shafer, Julianne Unite.

2. **WSBA/Public Comments/Correspondence :**

- a. Update from Julianne Unite: The BoG meets today, to discuss Article 11 of the WSBA By-laws. The new WSBA fiscal policies go into effect today. The sections policy workgroup Article 11 recommendations are before the BoG today.
- b. Sam Imperati's has requested that he be able to survey members for his presentation. Following discussion, *Adrienne moved to grant Sam Imperati's request based on the survey he provided. John seconded the motion; there being no opposition, the motion carried.*

* Adrienne will send out Sam's survey via our section listserv, with an instruction where to reply, and a reminder to not reply to the listserv. She will send it at a suitable time, post-Thanksgiving.

3. **Meeting Minutes:**

- a. The October executive committee meeting minutes were approved unanimously.
- b. The November 2016 executive committee retreat meeting minutes were also approved unanimously.

* Adrienne will add action items from the November retreat onto the next month's executive committee agenda.

Agreed: The task force to reach new and young lawyers, discussed at the retreat, is folded into the professional development committee.

4. **Financial Report (Treasurer – Courtland Shafer):**

- a. None.

5. **Chair Updates (Craig Beles, Adrienne Keith Wills, Courtney Kaylor):**

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- a. Open Sections Night in Seattle will be January 19, 2017. Craig, Sasha and Adrienne will attend. *Craig moved and Mel seconded a motion to contribute \$50 to the Night. The motion carried.* After discussion, the committee decided to offer a Zombie Fight or Flight game or similar collaborative game as a door prize.
- b. Adrienne spoke with Paris Kallas, and Paris is amenable to taking on a new role as an honorary member, or remaining in her current role. She would also be willing to provide another CLE for the section. We may have thirteen executive committee members. Including Paris, we have twelve. Former chairs are automatically ex officio members, and others could also be designated ex officio members.
- c. Adrienne invited comments and discussion on the newly formed Professional Development Committee.

* Sasha will contact Emily to secure a copy of Zombie Fight or Flight.

* Adrienne will add a discussion of honorary/ex officio member status to the December agenda.

6. Section Leaders' Meeting (Mel Simburg):

- a. Before the last section leaders' meeting, Adrienne, Mel and Alan met with bar staff, conducted telephone interviews with 5 section leaders and Paris Ericksen, and met with bar staff including Paula Littlewood and Robin Haynes. Adrienne, Mel and Alan decided to act in support of the emerging dialog, rather than leading the discussion. The preparatory discussions helped to shape the meeting, and encouraged Paula and Robin to be present for all or most of the section leaders' meeting. Adrienne debriefed with Paris recently, and learned that the consensus was that the meeting was productive overall, despite tense moments. Terra Nevitt, director of advancement and chief development officer, had posed a question in the meeting of how to improve communication between section leaders and the bar staff. Our committee recommends building in stronger and more consistent lines of communication between section leaders and bar staff. The work of the ADR section on this project is complete. Our committee stands ready to provide additional support as requested.

7. 2014 Bylaws:

- a. Our 2014 bylaws were never approved by the WSBA, so the 2011 bylaws remain in effect. Because the BoG is revisiting section bylaws today, we will likely await updates from the BoG before asking the WSBA to approve our amended bylaws.

8. Committee Reports:

- a. Legislative Committee (Paul McVicker):
 - i. He will send a draft report to executive committee members. WSBA is offering a mandatory legislative primer for sections who are active in legislation on December 12, 1-4. Adrienne will attend.
- b. Media & Communications Committee (Adrienne Keith Wills):
 - i. Adrienne is working through the tasks discussed at the retreat. She is considering alternatives to Ning.
- c. Land Use and Environmental Mediation Committee (Courtney Kaylor):
 - i. None.
- d. Professional Development Committee (Helen Ling):

- i. None.
- e. Law School Partnership and ECCL Taskforce (Alan Alhadeff):
 - i. None.
- f. Northwest Dispute Resolution Conference Planning Committee (Sasha Philip, Craig Beles, Adrienne Keith Wills):
 - i. None.

9. New Business:

- a. John graciously offered to take notes for the December 16 meeting.
- b. Mel drew our attention to the WSBA Section Leaders' Toolbox, available at www.wsba.org/Legal-Community/Sections/Section-Leaders-Toolbox. This a resource which may answer some of the questions that have arisen.

10. Adjourn – 1:35