



Alternative Dispute Resolution Section

Washington State Bar Association

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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

January 20, 2017

12:00 – 1:30pm

1. Roll Call – Meeting called to order at 12:05.

- a. In-Person: Paul McVicker, Adrienne Keith, Joanna Roth, Mel Simburg, Julianne Unite, Alan Alhadeff
- b. On phone: Courtney Kaylor, Lish Whitson, Craig Beles, John Butler, Courtland Schafer

2. Update from Julianne Unite:

- a. Thank you for sections night; it was well attended.
- b. BoG will meet January 26-27 at Gonzaga, and the final agenda and meeting materials will be posted on-line. Section bylaws are on the agenda, as is a discussion of the changing demographic of the bar.
- c. The WSBA is changing the content management system for web pages this spring, in response to feedback from members and the public in order to make the website more navigable and user-friendly. Migration will be largely manual by WSBA staff, and Julianne will be working with the ADR section to move content from the current site to the new site. She is asking to work with an ADR executive committee member who has authority to make decisions on website content for our section page. The initial launch date was February, and that has been moved to the start of April. The manual migration will happen from the end of February to mid-March. She needs to know what content the section wants moved by mid-March. Courtney is available for check-ins regarding content relevant to land use. Adrienne is willing to be the liaison; Mel, Alan, Craig and Joanna are comfortable with Adrienne making decisions regarding content as needed. Craig confirmed with Julianne that the website format will be consistent among sections. Sections can modify the default format slightly to accommodate differences such as fewer or more link boxes. Craig commented that the committee is available to Adrienne if she is faced with design or other decisions. Julianne clarified that the vast majority of content on the section pages is section-driven. There will be calendaring functionality in the new site, and it will be more streamlined. There is no mock-up to review now, but there should be one by the

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end of the month. Features such as forums may become available in a future iteration of the website. Ning is designed for communication rather than displaying information, and the reverse is true for the WSBA website. Part of the migration will be coordinating content between the two sites. Upon request of the section, pages and documents can be password protected. There is no ability to filter pages for member viewing only. It would be helpful to find a new committee member who is technologically savvy and willing to assist with the website.

*Adrienne offered to schedule a meeting of the website committee in February to discuss the upcoming website changes. There being no response, she is available to those who are interested in discussing.

AGREED: Adrienne will serve as the section liaison in migrating content from the current WSBA website to the new website, with authority to make decisions as needed.

3. Meeting Minutes:

- a. Approved unanimously.

4. Financial Report (Treasurer – Courtland Shafer):

- a. Fiscal 2016 year is closed. Net loss was (\$14,413), leaving just over \$20K in reserves at the close of the fiscal year. Actual net loss was slightly less than projected. Fund reserves are currently \$16K. The projected cost of the retreat was \$4500; \$4150.68 was the actual cost. Dues revenue began in November. We will vote on the budget in June; to do that, we will need a draft budget in May. Now is the time for committees to contemplate changes to next year's budget; Adrienne thanked Courtland for that reminder. We had final numbers from the DR conference in May last year; if that repeats, then we will not have full information to plan our budget until then. A rough indicator of revenue is attendance at the conference.

5. Chair Updates (Adrienne Keith Wills):

- a. No update from Sam Imperati.
- b. Adrienne didn't hear back from executive committee members about the proposed article amendments.
- c. We had approved amendments to our bylaws in 2014, which were not approved by the BoG. With the Article 11 changes, we decided by email to wait until the bylaws were complete at the BoG level to amend and approve our bylaws based on the 2014 amendments.
- d. We have decided to update the images on our website; that will need to be integrated with the new format on the upcoming bar website.
- e. Open Sections Night. John Butler brought cupcakes, which increased the popularity of our table. It may also help to have tchotchkes to hand out. One person joined. Adrienne suggested that next time we host an event 3-4 weeks following open sections night. Craig, John, Mel, Adrienne and attended. Half the attendees were law students, which would facilitate attracting young attorneys. Zombie Fight or Flight was a hit.

* Schedule a member event 3-4 weeks after the next Open Sections Night. (Wait until January in Seattle, or host one after the October Night outside Seattle?)

- f. We postponed reviewing the task list from the retreat for the next meeting, due to time constraints.

* Review the task list developed at the retreat in advance of the next meeting.

6. Committee Reports:

a. Legislative Committee (Paul McVicker):

Three bills relevant to our section have been introduced this year. Our section endorsed a bill authorizing the courts to increase filing fees for the benefit of local DRCs. Another bill would require mediation, rather than arbitration, of disputes between buyers and sellers of seeds. The third bill eliminates mandatory arbitration of civil matters, and is poised to pass. Alan suggested that the section look into the topic of mandatory mediation, particularly as it related to early mediation. On the agenda for this week's committee meeting is beginning a research project.

b. Media & Communications Committee (Adrienne Keith Wills):

The next meeting will be the 27th on the phone; all are welcome.

c. Land Use and Environmental Mediation Committee (Courtney Kaylor):

The ADR section liaison to the LUM committee stepped off because he was appointed to the Court of Appeals; Patrick Sturgeon is a Yakima attorney who is willing to step on. He will join the ADR section.

AGREED: Patrick Sturgeon is approved as liaison to the Land Use and Mediation Committee

d. Professional Development Committee (John Butler):

The committee has met twice since being formed at the retreat. They are planning a networking event with SU Law students in February, and a presentation at the SU School of Law in late March. SU will pay for the networking event. The ADR section at SU will cover costs of the presentation. All details to be announced.

e. Law School Partnership and ECCL Taskforce (Alan Alhadeff):

* Alan will be in touch with John to support the efforts of the professional development committee.

f. Northwest Dispute Resolution Conference Planning Committee (Sasha Philip, Craig Beles, Adrienne Keith Wills):

* Craig will send out notes to the executive committee to give an update on fundraising, website, media efforts, and scheduling.

7. Adjourn – 1:30

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