

International Practice Section

August 2022 Meeting Minutes

16.8.2022

Start: 12:03

Present: Elly B.; Michael H.; Dave F. (left at 12:30); Carly C. (left at 1:02); Dana R.; Kenzie L.; Elena D. (left at 1:30); Monica K.S.; Margaret M.; Joelle H.; Lawrence W.; Hansi M. (left at 1:27); Robert R.;

Quorum reached

Agenda:

1. Introductions
 - a. New EC at-large members: Margaret Moody, Hansi Men, McKenzie Legg
2. Monthly meeting schedule: 2nd Thursday, 12:00 P.M. – 1 P.M.?
 - a. Monica: Will continue with this time/day so long as no one objects. Will discuss next time if anyone sends message.
3. IPS Sponsor Review
 - a. Monica – Elly has worked in past to connect with sponsors. Elly – current sponsors are UW Law, Harris Bricken, Dorsey & Whitney, Davis Wright Tremaine. Background: assume for next year (FY 22-23) UW Law for AGM venue, DW as venue for Spring Event (will discuss later). Last year suggestion to include HB as year-long/special event sponsor. Coordinating CLEs, incl. staff. DWT had been significant sponsor, used to have attorney on EC. Approached them re: donating, 2k for special event, had donated 2k. Monica – asked to be put in touch/forward contacts to Monica to continue connection. Maybe K&L.
4. Approval of June and July meeting minutes
 - a. No comments, questions.
 - b. Motion: Robert; Seconded: Dana; Approved: all approved
5. Financial Report; Approval of 2022/2023 budget and unbudgeted expenses for AGM
 - a. 2022-23 Budget
 - i. No comments, questions
 - ii. 2022-23 Budget Motion: Elly; Seconded: Dave; Approve: all approved
 - b. Unbudgeted expenses:
 - i. Monica - unsure if we need approval, but will get approval from EC just in case. Issue is that we've been in remote only meetings for 2ish years, will be in person, outdoors this year. Did not budget for in-person meeting, particularly for food/beverage. WSBA rule prohibits budgeted funds going towards payment of alcoholic beverages. Sponsorship funds can go towards this. Deficit of \$500.
 - ii. Elly – budgeted \$2000 for AGM, venue requires 2500 minimum. We have to submit paperwork to director of finance. Wording indicates we need EC approval to add money. We have it (sponsorship, budgeted funds not used). Matter of paperwork, but needs to be done.

- iii. Unbudgeted Expenses Motion: Michael; Seconded: Dave; Approve: all approved.
 - c. Financial report.
 - i. June: Revenue – 40 (dues); 1,050 (mini-cle revenue). Expense – 16.5 (conference call tool); 18.75 (per-member charge from dues); 32.33 (website expenses); 124 (mini-cle expense). Net income – 898.42.
 - ii. July: Revenue – 438.75 (mini-cle revenue). Expenses – 16.25 (conference call tool); 112 (mini-cle expense). Net income – 128.50.
 - iii. Fund Balance as of 31.7.2022 – 43,393.39.
 - iv. Monica – holding a lot in reserves. Mini-CLEs have been successful. Couldn't spend down reserves b/c COVID put off high-expense events (AGM, Spring Event). Trying by providing programming to members. Upcoming year will have in-person events will help spend down reserves.
 - d. Reduction in membership dues
 - i. Contemplated reduction in membership dues from 40 to 35 or 30. Landed to be 35 to be cautious about reducing income from dues too much before understanding full impact. Marginal decrease, but if go too low and can't make up, then would have to increase later.
 - ii. Motion: Michael; Second – Joelle. Abstain – Robert. Approve – no objections. Michael to submit paperwork to WSBA re: due changes.
 - iii. Robert – have we fully discussed this? Elly, Monica – yes; Larry – as far back as May. Elena – acknowledge that 5 isn't much to attract, but Carly asked if we could survive dropping to 10. Will see what will happen at 35. Amount we charge to non-member for mini-CLEs. Elly, Monica, Michael discussed during budget meetings
- 6. Goals for 2022/2023 and brainstorming
 - a. Marketing with free CLE in Dec./Jan.
 - b. Outdoor in-person events Summer 2023
 - c. Newsletter
 - i. Fred as communications chair. Can put more resources towards this. Monthly circulation to section.
 - d. CLEs
 - i. Plan to have 1-2 free CLEs, helps with expenses. Targeted CLEs around recruitment/renewal periods.
 - e. Increase membership
 - f. Robert – World is getting back to normal, can have in-person events. Robust cash position. Lucky term for Monica, can use funds to provide for events. Committing to pre-determined in person events, or organic events? Monica – try to schedule in-person events today. Need to be flexible, be cognizant that plans change.
 - g. Michael – happy hour events? Monica – was this section. Pre-mature to plan, may be able to do outdoors. Dana – challenge is that more people have broader range of how people are committing to work/life balance. After work events is something to be cognizant of, more challenging to people (commute, responsibilities). Elly – Megan EC member had list of restaurants, planned events. Had other obligations. Whoever organizes need to have passion to do this.

- h. Dana – newer/younger – what brings value to them? Michael – CLEs, networking.
 - i. Carly – Holly and Francisco put on breakfast CLE, was not well-attended. Time of event is important.
 - j. Kenzie – support of in-person events. Happy hour post CLE. If looking for new members, people who have fewer responsibilities.
 - k. Robert – pre-covid, events are presumptively in person. Now, shouldn't be presumptively online. Hope to see come back to in-person events. Need to engage with others as part of the WSBA. More ways to reach out.
 - l. Dana: I'm all for in person, just suggesting that even social opportunities might work well if they are during the workday, e.g., extended lunch time (if combining CLE and social), or alternating, and maybe not necessarily revolving around alcohol... :) Kenzie - Alternating times is a great idea, e.g., a long lunch, and then a 4pm or so timeframe.
 - m. Michael – hybrid CLEs? Elly – have to go to WSBA's site to use tool. Had talked about spring event as hybrid, but still had restrictions. If we could use venue's tool, can do hybrid. Margaret – agree w/above points. A lot of people are still uncomfortable w/in-person events. COVID levels are increasing. Would be great to have hybrid events.
 - n. Elly – discussion at WSBA to have open-section night. Early July/late June, only 4-5 sections. Have held since 2014. 2019 – decided to not have since not well-attended. If anyone is interested, another way to reach out to new members. Trying to shift to in-person. Monica – recall open-section night. Felt it wasn't worth time, didn't see subsequent increase. Elly – not sure when date is, still being discussed.
 - o. Monica – helpful discussion. Priorities include thoughtful programming that speaks to encouraging new membership, planning events conducive to that. Possible solution to have outdoor in-person events. Having CLEs plus social aspect.
7. Volunteers for Committees:
- a. Monica – everyone is a volunteer. Everyone here is driven to provide content. Be aware of time sink.
 - b. CLE: topics? Table for next meeting? Will send follow-up email to ask for ideas on topics. Personal interest in topic, speaker, relevance.
 - i. Elly has October lined up. Robert had spoken with Wyatt Pickett. Was supposed to be in August, but personal reasons precluded availability. Will coordinate for November if available. Robert – presumptively sounds fine, will speak with him tomorrow.
 - c. Communications: newsletter content.
 - i. Monica - Fred not on call (1:08). Will try to join later. Fred has vision for newsletter for new term. Unique perspective in producing newsletter that contains content for members. Had discussed improving website, but decided to shift to newsletter/circulation that provides for discussion, education. Hopeful to have others contribute through content, volunteer to help Fred. Unsure what serving on committee will look like, but having labor/resources is important. Margaret volunteering from California.

- ii. Robert – Fred needs help. Elly was force of nature as comm chair. Vital position to section.
 - iii. Elly – will help if Fred needs help. Michael and Joelle will join committee.
 - d. Huneke Fellowship: revising eligibility requirements (recruitment/selection process and ongoing liaison activities).
 - i. Monica: Previously managed by Brittney F. Fellowship that grants 1,000 scholarship that meets requirements. Application announcement made in June. Students from all 3 law schools. Learned from Elly that fellowship was set up by former EC member that was proponent of international practice and section, and wanted to encourage students in area. Today is deadline to submit vote. Will collate votes and circulate results. At following meeting, (or by email) will make any tie-breaking vote/decision. Committee doesn't need to be big. Willing to continue to work this committee.
 - ii. Dana – is there any way to have fellow from each school every year? Shouldn't be rotation. Split fellowship? Something to make it more sustainable in future years.
 - iii. Monica – will need to look at language of fellowship for directive. Primary limitation is fellowship provides only for 1,000. Would need to increase funding. Will look into this (resources, number of students). Can table for next time if no one has immediate interest. Can recruit others later.
 - iv. Elly – will be on committee. Encourages anyone to join. Hopefully Brittney will return.
 - v. Monica – not time consuming, just sending out notices, collating material, circulating for review. Small committee for now is fine, can increase as needed.
 - vi. Robert – committees don't have to be exclusively EC members, can encourage other members at AGM to join committees. Shouldn't be all EC members. Chairs should/must be EC members.
 - e. Mentorship Program
 - i. Elena, Michael volunteer to join committee.
 - f. Spring Event
 - i. Monica – volunteers for committee chairs, can fill later on. Previously chairs have shouldered entire event. A lot of work involved in preparing event. No volunteer to chair. Kenzie volunteered to be on committee, but not to chair (comfort). Will send out email afterwards to seek volunteer.
 - ii. Larry – happy to do again, but thinks it should be new person.
 - g. AGM
 - i. Monica – pre-determined to incoming, outgoing chairs. Monica, Larry, Elly. Kenzie volunteers to help. Dana may be helping.
 - h. CLE Committee Chair
 - i. Will be on agenda for next meeting. No volunteer.
- 8. Other?

- a. Robert – can we get breakdown of membership by residency? Have members abroad, interest in speaking. Elly will ask. WSBA is usually unwilling to disclose such information (personal information). Robert – this is our strength. Michael – may have seen a list. Robert – is Margaret aware of any Washington counsel in California. Margaret – no, except mother.
- b. Future CLEs – animal rights cle. Will aim for February/March. Be aware of deadlines (6 weeks). Need to think ahead.