

## **Agenda**

### **WSBA Juvenile Law Section, Annual Meeting 2021**

**Wed. 24<sup>th</sup> February, 2021**

**10:00am – 12:00pm**

**[meet.google.com/zps-scbx-azw](https://meet.google.com/zps-scbx-azw)**

**Phone: 1 413-351-2926 PIN: 769 990 047#**

- 1) Welcome & Introductions**
- 2) Approval of agenda**
- 3) Approval of October and December minutes**
- 4) Review of financial statements**
- 5) Committee Reports**
  - a) Civil Legal**
  - b) Juvenile Justice**
  - c) Child Welfare**
  - d) Legislative**
  - e) CLE**
- 6) Officers/Structure of Executive Committee**
- 7) Elections and Recruitment**
- 8) Mission, Vision, and Purpose of the Juvenile Law Section**
- 9) Future annual meetings - month**
- 10) Monthly meetings date and time**
- 11) Open discussion**

**Proposed officer language in by-laws:**

**ARTICLE 5 –OFFICERS**

**5.1 Officers.**

The officers of the Section shall be the Chair, the Chair-Elect, the Secretary, and the Treasurer.

**5.2 Chair.**

a. The Chair shall preside at all meetings of the Section and shall appoint committee members as needed. The Chair shall have such other powers and perform such duties as usually pertain to this office consistent with WSBA and Section Bylaws.

b. In the event the Chair anticipates a temporary inability to carry out the Chair's duties, the Chair may designate the Chair-Elect (or another member of the Executive Committee if the Chair-Elect is not available), to temporarily act as Chair in the Chair's absence.

**5.3 Chair-elect**

Upon the death, resignation, or during the disability of the Chair, or upon his/her refusal to act, the Chair-elect shall perform the duties of the Chair for the remainder of the Chair's disability and then only during so much of the term as the disability continues. The Chair-elect shall succeed the outgoing Chair as the Chair for the next term of office.

**5.4 Secretary.**

The Secretary will take minutes at each meeting of the Section and executive committee, and provide approved minutes to the Bar for publication and record retention. Further, the Secretary will perform any additional duties incident to the office of Secretary as may be assigned by the Chair or the executive committee, consistent with the Bar's policies and procedures. The role of Secretary and Treasurer may be held by the same member of the Section.

**5.5 Treasurer.**

The Treasurer shall be responsible for maintaining financial records for the Section, communicating with the WSBA and other organizations on financial matters, reporting to the Section on its financial position, shall draft a proposed budget each year for Executive Committee approval and submission to the WSBA for approval, shall review the financial statements to the extent provided by the WSBA for accuracy and provide any corrections to the WSBA, and shall perform such other duties as may be delegated by Executive Committee. The Treasurer shall work with the WSBA to ensure compliance with fiscal policies and procedures. The role of Secretary and Treasurer may be held by the same member of the Section.