

Agenda

WSBA Juvenile Law Section, Executive Committee

Noon, Wednesday, July 12, 2017, monthly conference call

Noon: Minutes approval from May and June meetings

12:05pm: By-Law Revision Update (Jana, Dae)

12:10pm: Financial/Budget Report and projections (Carrie, Dae, Jana)

12:25 pm: Young Lawyer Liaison (Jana/Brandon)

12:30pm: Legislative/Budget update (Hillary/Dan/Carrie)

12:35pm: Subcommittee updates

: Civil Legal Needs (Lindsay/Bonnie)

: Child Welfare (D'Adre, Rachel)

: Juvenile Offender (Shawn, Alex)

12:45pm: 2017 Annual Meeting update if any

12:50pm: New Business

12:55 pm: Adjourn

Toll Number: (641) 715-3580

Access Code: 928-735

August meeting date: Friday, August 11 at noon

**JUVENILE LAW SECTION
EXECUTIVE COMMITTEE MINUTES
May 12, 2017**

Attending: Jana Heyd, Dae Kim, Lauren Kirigin, Daniel Ophardt, Sonja Jacobsen, Bonnie Linville, Hillary Madsen, Rachel Rappaport, Lindsay Lennox, D'Adre Cunningham, Julianne Unite

Absent: Brandon Stallings, Carrie Wayno, Shawn Sant, Vy Nguyen, Katharine Nyden, Savannah Williams, Alexandra Narvaez, Olivia Wotman,

Item	Discussion	Decision	Assignment(s)
Call to Order	Meeting was called to order		
Review of Minutes from Meeting of April 10, 2017 (Jana)	A motion was made to approve and second the approval of the minutes.	Minutes approved.	
By-law Revision (Jana)	A proposed draft of the revised by-laws was sent to the executive committee and to the WSBA. There are significant changes to the terms of office proposed, because of the new WSBA requirements for sections. Also, the election process timeline will change for 2018.	EC members will review the proposed changes – there were no objections raised at the meeting regarding the proposed changes.	Bonnie Linville agreed to review the proposed changes. We will vote on the proposed changes at the June meeting.
Web page content (Dae volunteers)	The section web page is up to date on what we should be doing with it for the WSBA. Dae will continue to work on this.		

Item	Discussion	Decision	Assignment(s)
Legislative update (Hillary and Dan)	<p>The Vulnerable Youth Guardianship bill was passed (1988) Lindsay Lennox has been working on the court forms. The state hasn't passed a budget as of yet, and a partial shutdown of state government may occur if there is no budget.</p>		
Subcommittee updates – Civil Legal Needs (Lindsay)	<p>Bonnie and Lindsay: A training will be held in Yakima in June or July regarding SIJS and immigration relief for youth. Discussed counties in Washington that still need a lot of training for attorneys and courts.</p>		
Subcommittee updates – Child Welfare	<p>D'Adre and Rachel are incorporating child welfare training into the annual meeting and CLE on October 6.</p>		
Subcommittee updates – Juvenile Offender	<p>Neither co-chair was on the call.</p>		
Annual Sections Meeting	<p>Rachel Rappaport attended the WSBA Spring Sections meeting on behalf of the section. The meeting included topics on CLE planning, future sections and by-law revision assistance.</p>		
2017 annual meeting	<p>10/6/17 is the date of the annual meeting and CLE. It is anticipated to be a full day CLE including some ethics credits.</p>		
adjourn	<p>Jana: next monthly conference call is 6/12//17. Meeting is adjourned.</p>	<p>Meeting is adjourned.</p>	

**JUVENILE LAW SECTION
EXECUTIVE COMMITTEE MINUTES
June 12, 2017**

Attending: Dae Kim, Jana Heyd, Carrie Wayno, D'Adre Cunningham, Sonja Jacobsen, Hillary Madsen, Bonnie Linville, Lauren Kirigin, Daniel Ophardt, Brandon Stallings, Lindsay Lennox, Julianne Unite

Absent: Shawn Sant, Vy Nguyen, Katharine Nyden, Rachel Rappaport, Savannah Williams, Alexandra Narvaez, Olivia Wotman

Item	Discussion	Decision	Assignment(s)
Call to Order	Meeting was called to order at 12:04pm		
Review of Minutes from Meeting February 3, 2017 (Dae)	Minutes are not available yet for May 2017 meeting, and will be made available for the July 2017 meeting.		
Bylaw Revision (Jana Heyd)	No objections have been received regarding the proposed revisions to the Section Bylaws to comply with WSBA Bylaw requirements of Sections. WSBA will review draft revisions before they are distributed to the full Section for a vote (by email). Julianne pointed out that the deadline is to submit Bylaws by 6/29/17 to the WSBA for BOG final approval. WSBA Bylaws allow Exec Cmte to approve Bylaw revisions. D'Adre recommended sending proposed revisions to the Section membership. Carrie suggested sending the proposed revisions to the membership for comment, and voting by email beginning 6/21. Julianne recommended sending proposed revisions to the Section membership to encourage engagement in governance.		Jana will send proposed Bylaw revisions to the Section for comment, with deadline due 6/21. EC members will need to respond with their vote the week of 6/19.

Item	Discussion	Decision	Assignment(s)
Budget/Finance Update (Carrie)	Budget due to WSBA July 14.		Carrie will set up call with Dae and Jana to discuss budget.
Young Lawyers liaison	A change to the Bylaw would add the Young Lawyers' Liaison as part of the EC.		
Legislative Update (Dan/Hillary)	Hillary concurred that there is still no budget. State employee pink slips will have to be issued soon to notify of furloughs.		
Law Student Member Update			
Subcommittee Updates (All)	<p><u>Civil Legal Needs Subcmte</u> – Bonnie said they're going to hold a SJUS and vulnerable youth guardianship mini-CLE after the new court forms are issued. Lindsay led a discussion of ways to train on and implement new vulnerable youth guardianship cases, and ways to engage the membership in taking pro bono SJUS cases. D'Adre suggested that it would be helpful to know where the cases are coming from so we can identify possible attorneys to take them.</p> <p><u>Child Welfare Subcmte</u> – D'Adre said their mini-CLE will be wrapped into the annual CLE. D'Adre is looking into applications for each child welfare participant to have their own forums to discuss their work online, and will share results with Jana and Dae to review.</p> <p><u>Juvenile Offender</u> – No update</p>		Lindsay will bring data to the next EC meeting about how location where the need for pro bono representation is greatest.

Item	Discussion	Decision	Assignment(s)
Annual Meeting (Jana)	We'll have a short planning meeting when this call is concluded, and will update during the July call.		
Adjourn	The meeting was adjourned at 6/12/17		

Washington State Bar Association		Fiscal Year 2018 Budget Request		2018 Budget	
Account Name		WSBA Account #	2017 Budget	2018 Budget	
Revenues					
Operational Revenue					
Interest Income on Section Fund Balance		40500	\$ 10.00		
Section Dues		48200	\$ 5,250.00		
Total Operational Revenue			\$ 5,260.00	\$ -	
CLE Related Revenue					
Mini-CLE Revenue			\$ -	\$ -	
<i>(Indicate the mini-CLE planned here, if known, and any applicable details)</i>					
Total Mini-CLE Revenue		41805	\$ -	\$ -	
Seminar Splits with CLE - profit or (loss) (co-sponsored with WSBA CLE)			\$ -	\$ -	
<i>(Indicate planned CLE here, if known, and any applicable details)</i>					
Total Seminar Splits with CLE		41850	\$ -	\$ -	
Total CLE Related Revenue			\$ -	\$ -	
Total Revenues			\$ 5,260.00	\$ -	
Expenses					
Operational Expenses					
Conference Calls		50165	\$ -		
Per Member Charge		58400	\$ 3,281.25		
Total Operational Expenses			\$ 3,281.25	\$ -	
CLE-Related Expenses					
Mini-CLE Expense					
<i>(List the expenses here and indicate which CLE it would be applied towards, if known)</i>					
3 Mini-CLEs @ \$250 each			\$ 750.00	\$ 750.00	
Total Mini-CLE Expenses		58620	\$ 750.00	\$ 750.00	
Seminar Expense - Sections (expenses paid by section for CLE activities not included in CLE financials)					
<i>(List the expenses here and indicate which CLE it would be applied towards, if known)</i>					
Annual CLE			\$ 2,000.00	\$ 2,000.00	
Total Seminar Expenses- Sections Budget		58625	\$ 2,000.00	\$ 2,000.00	
Total CLE Related Expenses			\$ 2,750.00	\$ 2,750.00	
Member Benefits					
Honorarium		58315	\$ 1,600.00	\$ 1,000.00	
Total Member Benefits Expenses			\$ 1,600.00	\$ 1,000.00	
Public Service/Outreach					
Membership & Recruiting Expenses		58350	\$ 1,000.00	\$ 500.00	
Section Law Student Dues				\$120.00	
Scholarships/Donations/Grant		58525	\$ -	\$ -	
Total Service/Outreach Expenses			\$ 1,000.00	\$ 620.00	
Executive Committee-Related Expenses					
Annual or Other Meeting Expense		58125	\$ -	\$ -	
Leadership/Professional Development/Retreats		58325	\$ 600.00	\$ 600.00	
Executive Committee Expenses			\$ 250.00	\$ 250.00	
Travel/Lodging			\$ -	\$ -	
Conference/Institute			\$ 250.00	\$ 250.00	
Meeting Facilities, Food, etc.			\$ -	\$ -	
Total Executive Committee Expenses		58300	\$ 500.00	\$ 500.00	
Total Executive Committee Related Expenses			\$ 1,000.00	\$ 1,000.00	
Total Expenses			\$ 9,731.25	\$ 5,470.00	
Budgeted Net Income (Loss) for FY2017/FY2018			\$ (4,471.25)	\$ (5,470.00)	
Plus Fund Balance as of September 30, 2016					
Plus Estimated Net Income/Loss for Fiscal Year 2017					
Plus Estimated Net Income/Loss for Fiscal Year 2018					
Projected Fund Balance at 9/30/2018					

Please Provide a Detailed Budget Narrative for Each Revenue/Expense Accounts

Section Dues - Increase to \$35

Mini-CLE Revenue -

Seminar Splits with CLE Revenue -

Conference Calls - Per Member Charge -

Mini CLE Expenses -

Seminar Expense -

Membership & Recruiting Expense - Pay section dues for four law student Executive Committee members.

Leadership/Prof. Dev./Retreats - Executive Committee Expenses -

WSBA

TO: WSBA President, President-elect, Board of Governors, Executive Director

FROM:

SUBJECT: Request for Change in Section Member Dues – FY 2018

DATE: _____

The Juvenile Law Section requests your approval to change (increase or decrease) our section member dues from \$ 30 to \$ 35 effective January 1, 2018.

The new amount has been included in our budget for the 2018 fiscal year which begins October 1, 2017.

Reason for request to change dues:

The section has kept its dues at a very low rate since inception of the section. This minimal increase will provide additional resources for the annual meeting and CLE's.