

## LOW BONO SECTION EXECUTIVE COMMITTEE MEETING MINUTES

OCTOBER 18, 2016

**Present:** Jenny Anderson, Forrest Carlson, Jessica Lewis, Celeste Miller, Stacie Naczelnik, John Varga, & Elena Yager.

**Present via phone:** Mark Baumann, Barbara Esselstrom, Per Jansen, Pete Roberts, Veronica Smith-Casem, & Clay Wilson.

**Location:** Anderson, York, & Stratton  
150 Nickerson St. – Suite 311  
Seattle, WA 98109

Stacie Naczelnik chaired the meeting.

1. **Introductions**

2. **General Announcements**

There is a CHAMP meeting scheduled for October 20, 2016, in Tacoma; to be hosted by Jenny Anderson. However, with only one RSVP, the meeting may be cancelled or rescheduled.

3. **Meeting Minutes**

Veronica Smith-Casem proposed an amendment to the September minutes with regard to speakers for February's CLE. The minutes were approved as amended.

4. **Update on New Officers**

New officers and Executive Committee members were elected at last month's section meeting. (See September minutes for the results.) However, the Chair-Elect position remains vacant.

5. **WSBA Announcements (Joe Terrenzio)**

None

6. **Education Committee (EdComm) Report (Veronica Smith-Casem)**

The first annual Low Bono CLE will take place on Friday, February 24, 2017, at Seattle University School of Law.

The subject matter/topic of each session of the CLE has been decided, though there are still a few speakers who are not yet confirmed.

EdComm meetings are every Thursday, by phone conference, from 12 p.m. – 1 p.m.

Stacie invited Veronica to serve another term as the chair of EdComm. Veronica accepted and confirmed that she will serve in this position through next year's section election.

**7. Treasurer's Report (Celeste Miller)**

Through 8/31, the section received \$11.25 in net income from the membership dues of one new member. The section fund contains \$4091.53 as of the same date. Overall, the financial health of the section is good and more revenue is anticipated in the coming months from the CLE and membership renewals.

**8. Amendments to bylaws (Stacie Naczelnik)**

Upon taking office as Chair, Stacie reviewed the minutes from the last year and noticed that this topic was often placed on the agenda, but was repeatedly tabled without any action. Therefore, she put it back on the agenda so that ExComm can discuss proposed amendments. Forrest suggested that ExComm wait until the proposed WSBA amendments are approved or rejected first, before the section amends its own bylaws. Stacie acknowledged that this makes sense, but that until then we will keep this item on the agenda as a placeholder/reminder.

**9. Open Sections Night in Spokane (Stacie Naczelnik)**

With this event two days away, is there anyone who can cover this, or knows of anyone who can? After brief discussion, ExComm decided to reach out to the Spokane attorneys who represented the section at this event to see if they are willing to cover it again or at least to arrange for some materials to be distributed there.

Veronica asked what sort of outreach the section can do in Spokane to grow interest in the section (and low bono generally) there and throughout Eastern Washington.

Stacie suggested an event at each law school, including Gonzaga.

Mark stated that he is willing to travel to Spokane for this purpose.

Clay stated that he has contacts in Spokane and is happy to reach out to them.

**10. Fall Section Leaders Meeting (Stacie Naczelnik)**

All ExComm members are welcome to go. RSVP, email, etc. if interested. Forrest is presenting at the meeting.

**11. Committee Updates**

a. EdComm (see #6)

b. Communications Committee (Stacie Naczelnik)

Stacie is ready to pass the torch to the next chair of this committee. The next meeting is Thursday, 10/20. She is currently getting more organized to get the material published on a consistent basis.

c. Media Committee (Forrest Carlson)

Forrest stated that he is the only member of this committee (as far as he knows) and that there needs to be more members in order to comply with section bylaws. Celeste stated that she is also a committee member

d. Membership/Socials (Celeste Miller)

Current Members: Mary Sakaguchi, Per Jansen, Barbara Esselstrom, Stacie Naczelnik, Linda Fang

11/3 Social – WSBA Offices (at no cost): Topic: Who are LLLTs and What do they do?

Still need to hire/get a volunteer bartender with Class 12 license

There will be a post-CLE Social on 2/24/17

e. Mentorship (Mark Baumann)

Mark is not interested in remaining as chair, but will do so until another chair is selected. He is interested in developing a CHAMPS-style webinar based on Jessica Martin's recent section Yahoo! Group post.

Tacoma CHAMP session cancelled (rescheduled to February)

f. Access to Justice (Jenny Anderson)

This committee is inactive. Mark and (perhaps) Vanessa (last name?) are on the committee. Barbara volunteered to also be on the committee

g. Best & Alternative Practices (Mikel Sagoian)

There was discussion about Jenny taking over this committee in light of the project that she and Forrest are working on that could be developed into a section benefit. The project is making an editable and downloadable copy of a brief that Jenny drafted, which states the legal basis for an award of full attorney's fees despite representation of a client at a low bono rate. An instructional document would also accompany the brief to provide guidance on its use.

Jenny will chair this committee. Forrest, Jessica, & Elena, also volunteered.

h. Legislative (not active)

12. **Banner (Forrest Carlson)**

Forrest will coordinate with Jessica to hire a contact of hers, a graphic designer, to design a section banner. A motion was made to allocate \$50.00 for this purpose. The motion was seconded and carried.

13. **Discussion: Section Goals for the Next 12 months**

Stacie asked ExComm members to consider what each wants to see in the next year.

For example, regarding section leadership, perhaps a Chair-Elect pipeline? (Stacie has no intention of seeking a second term).

Recap of highlights of the previous year:

- Full-day CLE
- Continue to co-sponsor monthly Low Bono CLE at Seattle U
- Attend Open Sections night
- Events at Seattle U and UW (goal to include Gonzaga in the future)
- CHAMP sessions
- Posts on NW Sidebar
- Fostering relationships with like-minded vendors and communities

On Leadership:

- Allocate money to recruit a few attorneys with significant institutional knowledge of section leadership and governance in the hope that they will become involved with the section.
- Or identify new(er) attorneys with potential and do the same. Encourage these attorneys to overcome the perception that they cannot do this without experience.
- Past Chairs remain committed to the section in order to provide support and guidance to the current Chair and Chairs-Elect, as well as ExComm generally.

Continue outreach to law schools (participate in Social Justice Mondays at SU, UW Tuesdays). Present at the SU mandatory 1L class that introduces the profession.

Cultivate a list of the people included in Access to Justice events and get them involved with the section.

Meeting Adjourned