

LOW BONO SECTION EXECUTIVE COMMITTEE MEETING MINUTES

JANUARY 17, 2017

Present: Forrest Carlson, Celeste Miller, Stacie Naczelnik, John Varga, Clay Wilson

Present via phone: Jenny Anderson, Mark Baumann, Barbara Esselstrom, Per Jansen, Christina Meserve, Veronica Smith-Casem, Joe Terrenzio

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

Stacie Naczelnik chaired the meeting.

1. **Introductions (Stacie)**
2. **General Announcements (Stacie)**

Open Sections Night – no one from the Executive Committee (ExComm) replied to Stacie’s email request to represent the section. In lieu of a volunteer, Joe will place informational fliers about the section at the event. Forrest volunteered to represent the section.

ExComm discussed two motions Veronica made via email between meetings:

(1) That the section allocate \$35 to fund food for a meeting with the speakers prior to the section CLE

The motion was seconded by Forrest and passed, but there will be no meeting prior to the CLE.

(2) That the section give ten section memberships to the 2017 cohort of the SU Law Low Bono Incubator Program. (The section will forgo its revenue from the annual membership fee and will pay the portion due to the WSBA for each membership fee.)

The motion was seconded by Forrest and passed.

3. **Review, correction, and approval of minutes from ExComm Meeting from November 15, 2016 (Stacie)**

The minutes were approved. (Motion by Celeste, seconded by John)

4. **WSBA Updates/Announcements (Joe)**

Open Sections Night (in Seattle) is January 19.

The Board of Governors will meet on January 25 and January 26 at Gonzaga. At this meeting, the Board of Governors will vote on the proposed revisions to Article 11 of the WSBA by-laws (the proposed revisions include new requirements for a uniform elections system for all sections and uniform minimum requirements for Executive Board positions).

Regarding the section memberships for the new Incubator Program cohort, Joe will compare a list of the cohort members to a list of those who have already joined the section, and will refund their membership fees accordingly. In addition, he will send an email to the cohort members explaining the gift of the section membership.

A discussion ensued among ExComm members about the email and what to do about two cohort members who already joined the section using their free section membership option (which is available to new attorneys). ExComm decided that a representative from the section will send an email that explains the membership gift and welcomes the attorneys to the section. In the case of the two cohort members who already joined the section, the email will be worded differently.

Joe asked if the section has any plans for involvement or engagement with the Incubator Program beyond attending the welcome reception and giving the memberships. Stacie answered that ExComm will consider doing so.

5. **Treasurer's Report (Celeste)**

Celeste received the monthly financial reports from WSBA for September through November of 2017. The September report included the annual report of Fiscal Year (FY) 2016.

Based on that report, the section exceeded its projected revenue from memberships by 6%, but earned only 47% of its overall projected income. However, the seemingly disappointing number from the income projection is skewed by the fact that the projection was originally based on the assumption that the section would make money developing a monthly CLE series. This did not happen. As a result, the section only earned 47% of its projected income in FY 2016.

In October, the section netted \$123 from membership dues. In November, section net revenue showed a loss due to expenses incurred from the LLLT Social (\$213 for a bartender and \$77 for food).

6. **Education Committee (Veronica)**

a. **Low Bono Section CLE Update**

A memorandum of understanding (MOU) was recently executed with Seattle University School of Law to include a live webcast option for the CLE. This option means a greater number of potential registrants at a cost of \$1,512. Approximately 11-17 registrants are needed to meet this amount. However, under the terms of the MOU, the section is not responsible for the expense if

there is a shortfall and any revenue generated above that amount will be kept by the section. The law student rate (\$20) will not be offered for the webcast.

Jenny asked if scholarships are available for attorneys who cannot afford the full price of registration. Veronica confirmed that there are scholarships, but asked that anyone who knows of a worthy recipient contact her directly, as this option will not be advertised.

The lowest price of attendance for attorneys is \$89 for section members who are less than three years into practice.

So far, there are eight attorneys registered. ExComm members should make every effort to promote the CLE. Veronica sent ExComm an email earlier in the day with suggestions on how to market the CLE.

A marketing idea proposed at the Education Committee (EdComm) meeting is to get endorsements from well-known figures within the legal community. ExComm suggested some names for this and these individuals will be contacted.

Celeste is working on a couple of sponsorships for the CLE, including the legal insurance provider, ARAG, as well as the professional liability insurance provider, Main Street.

b. Mini CLEs at SU

EdComm committed to continuing the section's partnership with SU School of Law for the production of monthly mini-CLEs through May 2017.

EdComm did not commit beyond this date because it is unclear what the section hopes to accomplish with this partnership as well as the fact that SU will soon begin charging \$10 for CLE attendance in order to cover its costs.

c. Mini CLE with Greg McLawsen

EdComm has partnered with immigration attorney and legal tech enthusiast Greg McLawsen to present a mini-CLE on a particular form of spousal maintenance that is available under federal immigration law. The idea is that this may be of use to family law practitioners in instances where a client is not able to obtain maintenance through state law. Greg will present the mini-CLE via webcast (at no charge) on April 26 at noon. The section will promote the CLE and Greg will take care of the rest.

d. ATJ Conference Proposals

ExComm discussed what the section should do in response to the recent Access to Justice Conference call for proposals for presentations. It was agreed that the section should submit a proposal that presents low bono concepts and ideas to our legal aid colleagues.

Forrest volunteered to go to the conference and present. Mark, Celeste, and others volunteered to assist with a proposal and presentation.

7. **Membership Benefits (Veronica)**

Veronica raised the question of how to promote the section more effectively; specifically, what incentives (in the form of membership benefits) do we provide that will motivate someone to become a member? The section has typically been very inclusive with making its tools available to members and non-members alike. So, can we modify our approach in some way to entice attorneys to become members?

ExComm discussed one example of this: who should have access to the brief that Jenny and others are developing, which argues for full attorney's fees when representing a client at a reduced rate. The brief will be made available to the CLE attendees, but it raises the question of who should have access to information that is likely to be made available later by those using the brief in practice (e.g. In which jurisdictions/before which commissioners is the brief working/not working? What tweaks to the brief are working, not working?) Should non-section members have access to this knowledge?

This topic will be on next month's agenda. Stacie asked ExComm to contemplate it in the interim and be prepared to discuss.

8. **Membership (Celeste)**

The 2017 Low Bono Incubator Program welcome reception is on January 25 at SU. Many ExComm members will be in attendance. Celeste will send a welcome email to the 2017 cohort members.

The next social will be at the Garage after the CLE on February 24. The SU School of Law Center for Professional Development has pledged to donate \$100 toward appetizers.

The next Social Committee meeting to plan events for 2017 will be held soon.

9. **Communications Committee (Stacie)**

One post is slated to be published to the blog in the near future. Several other submissions are in various stages of editing.

The Committee is developing themes for posts in order to focus its efforts.

As always, submissions, topic ideas, and ideas for authors are welcome.

10. **Banner Update (Forrest)**

The proposed design was submitted to Joe, but was rejected by the WSBA on the grounds that it does not meet the requirement that the George Washington head logo or the words "Washington State Bar Association" do not appear somewhere on the

banner. WSBA is in the process of rebranding, which may make a previously approved banner no longer valid.

In light of this, Veronica asked whether or not we should go forward with the banner. In the meantime, Forrest will send the WSBA logo to Julian for redesign and resubmit some designs.

11. **Section Retreat (Forrest)**

Forrest proposed the idea of creating an annual section retreat in order to facilitate planning, to build esprit de corps among ExComm, and to attract new blood to section leadership. Forrest mentions it now because he wants to start a discussion on what is an admittedly ambitious undertaking. Stacie will continue the discussion on the ExComm list and at future meetings.

12. **Salary Survey (Jenny)**

ExComm, please complete the survey. ASAP.

13. **Taxing Legal Services (Jenny)**

Tabled

Meeting Adjourned