

## LOW BONO SECTION EXECUTIVE COMMITTEE MEETING MINUTES

MAY 16, 2017

**Present:** John Varga, Forrest Carlson, Jenny Anderson, Celeste Miller, Clay Wilson, Joe Terrenzio (staff)

**Present via phone:** Per Jansen, Christina Meserve, Pete Roberts

**Location:** Anderson, York & Stratton  
150 Nickerson Street, Suite 311  
Seattle, WA 98109

John Varga chaired the meeting, standing in for Stacie Naczelnik.

**1. Review, correction, approval of minutes of the April 2017 meeting**

Tabled

**2. General Announcements**

Celeste announced she is planning to have a social soon to make use of the section's donated reserves of wine and beer.

**3. Updates/Announcements from WSBA (Joe)**

WSBA's new website update is currently on hold due to work on some unspecified bugs.

Proposed updates to bylaws are due by June 28 to be presented during the July meeting of the BOG.

**4. Education Committee (Veronica)**

Veronica Smith-Casem submitted an informal report by email prior to the meeting, which is summarized as follows:

The Education Committee is still wrapping up a few final items concerning the 1st Annual Low Bono CLE. Once they are done, the committee will move forward with discussing next year's event.

The mini-CLE with Greg McLawsen went well. There were over 100 attendees (all online)

Concerning mini-CLEs with AtJI at SU Law, Veronica met with the new Director (who replaced Diana) and the new Assistant Director and had an overall good impression. Pete Roberts, Josh Hamilton, and Peter Houck were also present. They brainstormed ways we can collaborate.

The Education Committee would like to know whether attendees at the upcoming leadership retreat will want to hear from it.

Pete commented on Veronica's report that the section should nurture its relationship with the new Director and Assistant Director at AtJI and expect it will take them some time to get up to speed.

**5. Bylaws discussion**

Official action was tabled due to low attendance. However, we discussed some concerns. In particular, we asked Joe about how quorums are established, whether a majority for official action could be a majority of those present at a meeting or required a majority of all voting members, and how inactive board members can be removed. Forrest confirmed that he, John, and Stacie (the bylaws subcommittee) will take action on the bylaws before the June 28 deadline.

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

Celeste has received no updated financial figures to present for this meeting.

**7. LBS Retreat (Forrest)**

No new information is available at this time since most efforts are currently being put toward preparations for the ATJ Conference. However, the Executive Committee should come to an agreement on particular dates for the retreat so Pete can reserve the condominium space for our use, and the dates should be before October so the retreat can happen before our next officers step into their roles.

Forrest will attempt to coordinate with the Executive Committee via email to find the best date for the retreat.

**8. ARAG Newsletter (John)**

John circulated to the Executive Committee some proposed "marketing" copy that ARAG has offered to publish in its newsletter to promote the section to its readership. He will follow-up on that email for further input.

**9. Membership (Celeste)**

Celeste anticipates planning a section social during the month of June.

**10. Communications (Stacie)**

Tabled

**11. ATJ Conference (Forrest)**

Forrest, John, and Veronica are continuing to prepare for their presentation at the ATJ Conference. Jenny is unable to attend. The motion made during April's meeting requesting the section to pay for lodging, registration, and transportation (see April's minutes for details of the motion) passed by vote of the Executive Committee over emails. Nonetheless, Forrest indicated the actual costs will be lower because (1) only

3 instead of 4 registrations are required, and (2) lodging was significantly less expensive than estimated at last month's meeting.

**12. Banner Update**

Tabled

**13. July Meeting Cancellation Vote**

Tabled

Meeting Adjourned