

## SENIOR LAWYERS SECTION EXECUTIVE COMMITTEE MEETING

Agenda for September 20, 2023, 10:30 am

**Welcome and Interim Co-Chair Report:** Brian Comstock

**Secretary's Report:** Al Armstrong

- Review and approval of minutes of August 16 EC meeting (attached below).

**Treasurer's Report:** Joe Gordon

- Our section's financial report from the WSBA (attached below).
- Joe will report on other financial matters.

**CLE Subcommittee Report:** Carole Grayson/Al Armstrong

- Thanks to Al for his summary of our July 14 CLE.

**Section Webpage Update & Improvements:** Carole Grayson/Noah Baetge

- This is the survey being conducted by all sections of the bar.
- This survey has been sent to our section and we are facing a deadline for responses. (attached below)

**Annual Report** – Jeanine Lutzenhiser

- Due 10/13
- Jeanine has template and last year's report; would appreciate input from EC

**The 2023 WSBA Listening Tour** – Carole Grayson, Al Armstrong

- WSBA President-Elect Hunter Abell and other bar leaders are hitting the road, engaging in the 2023 WSBA Listening Tour. The goal is to catch up, hear what's happening at the Bar, ask questions, and share ideas. Carole and Al can report on their attending the meeting at our WSBA offices in Seattle on September 13.

**Newsletter:** Jim Riehl

- Jim will be publishing soon, next enticing edition of *Life Begins*.

**BOG Liaison Reports:** Jordan Couch (At Large), Kevin Fay (District 9)

**Young Lawyer Committee Liaison Report:** Thanks to Sabiha Ahmad for her input as YLC liaison

## New business/Adjourn

**Next EC meeting: October 18, 2023, 10:30-12:00 via Zoom.**

### [Senior Lawyers Section Webpage](#)

On Sep 8, 2023, at 4:59 PM, Noah Baetge <[noahb@wsba.org](mailto:noahb@wsba.org)> wrote:

Greetings Senior Lawyers Section Executive Committee Officers,

We have begun our update and improvement of section webpages. Below you'll find information about what is being added/improved, and a short survey to help your EC make the most of your section's webpage. To see some of the changes already implemented, follow this link:

### [Senior Lawyers Section Webpage](#)

Updates/Additions/Improvements:

- *Added "Elections" subpage:* Each section will be getting an Elections subpage to help facilitate and house the most up-to-date information during your section's election season.
- *Added Anchor Links to section's main webpage:* Each section will be getting a set of anchor links (links that will direct users to specific headings on the main webpage) for better page navigation.
- *Better organization of information:* We will be combing through all the information and links listed on your section's webpage to make sure everything is current and up to date.

[Please take some time to fill out this survey](#) which will help us know what you would like included on your section's webpages. It might be best to circulate it to all EC members and add it to your next EC meeting agenda.

**Please complete the survey no later than September 25.** The survey will ask you to designate one person to be our contact for any questions as we work on this process. Some sections already have a contact that we work with when it comes

to a section's webpage, so now might be a good time to decide what role or committee chair might be a good fit for this.

Don't hesitate to reach out to me with any questions, comments, or suggestions you have regarding this process.

*Best Regards,*



**Noah Baetge | Sections Program Coordinator**

[noahb@wsba.org](mailto:noahb@wsba.org)

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**Subject: Re: Section Webpage Updates & Improvements - SEN**

Brian — Can you put this on the agenda for our Sept. 16 meeting? Would be nice for entire EC to have opportunity for input!

Carole

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*Best Regards,*



Noah Baetge | Sections Program Coordinator, [noahb@wsba.org](mailto:noahb@wsba.org), 206.727.8225



**SENIOR LAWYERS SECTION  
MINUTES OF THE EXECUTIVE COMMITTEE MEETING**

**August 16, 2023**

This meeting was conducted via Zoom. The following Executive Committee members and WSBA personnel were present at this meeting: Interim Co-Chair Jeanine Lutzenhiser, interim Co-Chair Brian Comstock, Carole Grayson, Al Armstrong, Jenny Rydberg, David Sprinkle, Steve DeForest, Joe Gordon, WSBA Sections Program Specialist Carolyn MacGregor, Eleanor Doermann, Bill Cameron, Jim Riehl, Young Lawyer Liaison Sabiha Ahmad and BOG Liaison Kevin Fay. Not able to be present were Morrie Shore and BOG Liaisons Jordan Couch.

**CHAIR'S WELCOME**

Jeanine and Brian welcomed the attendees and convened the meeting. Jeanine volunteered to prepare the Agenda and act as Co-Chair for this meeting as Brian had had an emergency at his Whidbey Island summer place.

Jeanine noted that David was recovering from his eye procedure relating to a detached retina. We were also treated to pictures of Jeanine's grandchildren Auden and Ambrose. Ms. Ambrose proudly displayed her new hairdo.

**SECRETARY'S REPORT**

Al's June Meeting Minutes were approved by Motion.

**JULY 14 CLE DEBRIEF**

Jeanine declared our recent CLE a "triumph" and all agreed. She expressed gratitude to Carole and Rachel Matz for their fine efforts. We had a total attendance of 47: 18 in-person and 29 remote viewers. Jim added that the ½ day format was a great idea. Carole wanted to make sure that the remote attendees were adequately served by the remote-access technology at hand at the WSBA. All agreed that the WSBA had provided a fine venue for the event.

It was suggested that perhaps two of these ½ day long CLE per year would suffice for our CLE offerings. It was also mentioned that if we did plan to offer a full day CLE next year we may want to start planning for that soon.

**TREASURER'S REPORT**

Joe indicated that the latest data we have from the Bar was as of June 30—as of that date, our fund balance was \$14,296. During the month of June, we gained 5 new members.

Joe indicated that following the submission of our initial budget proposal, the WSBA suggested that we may wish to lower our estimate of total Section membership from 225 to 205. This figure was accepted by the meeting attendees, and will be included when the final budget is submitted by Joe this Friday. Brian lamented that we are settling for 205 members when there are 14,000 eligible Section members in the WSBA.

### ***LIFE BEGINS NEWSLETTER***

Jim said that he has extended the deadline for article submission to September 5. He indicated that he has received article republication rights from the ABA for placement in our newsletter. He also requested some book suggestions from E.C. members. These wouldn't be full length book reports but brief summations. He is aiming for publication during October.

Carole asked Al if he would compose a brief narrative of our July 14 CLE for our newsletter. Al said he would.

### **BOG LIAISON REPORTS**

Co-BOG Liaison Kevin Fay spoke about actions taken at the most recent BOG meeting. He indicated that a recent proposal to include cybersecurity CLE requirements was rejected due to the already-imposed duty of practitioners to keep their respective clients' information secure and private. Two other matters before the BOG--where the WSBA should be located following the December 2026 expiration of the Bar's leasehold in downtown Seattle and whether the Bar should supply its members with practice desk books-- were tabled until the next BOG meeting.

Jenny asked if it might be possible for the WSBA to vet several providers of cybersecurity systems and then recommend these providers to the members. Jenny said there are many members of the Bar who lack the technical skills needed to deal with cybersecurity problems. Kevin opined that that would not be a bad idea. Jenny said we rely on our Bar Association to provide the members with essential practice guidance.

Sabiha said that those working within a "co-working space" may be vulnerable to theft of their clients' information. Bill observed that, in all probability, if malevolent actors wanted to obtain a practitioner's confidential material, they could do it, no matter what precautions were taken.

### **YOUNG LAWYER COMMITTEE LIAISON REPORT**

Jeanine indicated she had attended, on a remote basis, the June meeting of the Young Lawyers' Division. Sabiha also attended. Jeanine said the YLD was actively pursuing a relationship with the ABA's equivalent organization. Jim said that we could be doing the

same thing with respect to our Section. He said the ABA has been very helpful to him in regards to articles published by the ABA and also by giving him ideas about options for our Senior Lawyer Section. Our Section's Membership Task Force may want to look to the ABA for inspiration, Jim said. Jeanine said she appreciated Sabiha's input regarding the Young Lawyers Division meeting.

Jeanine asked how the WSBA's Young Lawyer group gets its funding, there being no dues imposed upon its members, with all "young lawyers" being automatically included within its purview. Carolyn said she would find out. With respect to the Young Lawyer Committee itself, Carole noted that the Young Lawyer Committee has dropped the age specifications required for membership, and have included all WSBA members with 10 years or less experience within Young Lawyers. Kevin noted that perhaps "Young Lawyers" will be rebranded, but that hasn't happened yet.

Carole recalled that at one time she had mentioned the possibility that other state bar associations, facing situations similar to ones we are attempting to navigate, had dealt with their respective situations. Carolyn and Eleanor recalled this. Carolyn said she would look into this again.

#### **ELECTIONS UPDATE**

Jeanine said that we have all been reelected to our Section positions. Carolyn noted that we still do not have a permanent Chairperson. Jeanine said that we still have no Young Lawyer Liaison either.

#### **OTHER MATTERS**

Jenny said she would be willing to act as Interim Chair this fall but will be in Australia observing her 50<sup>th</sup> wedding anniversary during much of that time. Carole said she would do it, noting that the practice of having rotating Interim Chairs is working out well. David suggested that after Carole, Jenny could serve for the first quarter of 2024, with he (David) serving during the following three months.

#### **MATTER FOR SEPTEMBER MEETING**

Further consideration of efforts to reach out to more eligible Section members within the Bar.

#### **ADJOURNMENT**

Jeanine and Brian adjourned the meeting.

#### **NEXT MEETING**



Our next meeting will take place on a remote-attendance basis on September 20, 2023 at 10:30 am.

# Washington State Bar Association

Statement of Activities

For the Period from July 1, 2023 to July 31, 2023

**83.33% OF YEAR COMPLETE**

	<b>FISCAL 2023 BUDGET</b>	<b>CURRENT MONTH</b>	<b>YEAR TO DATE</b>	<b>REMAINING BALANCE</b>	<b>% USED OF BUDGET</b>
<b>SENIOR LAWYERS SECTION</b>					
<b>REVENUE:</b>					
INTEREST - INVESTMENTS	90.00	-	-	90.00	0.00%
SECTION DUES REVENUE	5,550.00	100.00	7,065.63	(1,515.63)	127.31%
MINI-CLE REVENUE	2,720.00	-	-	2,720.00	0.00%
<b>TOTAL REVENUE:</b>	<b>8,360.00</b>	<b>100.00</b>	<b>7,065.63</b>	<b>1,294.37</b>	<b>84.52%</b>
<b>DIRECT EXPENSES:</b>					
CONFERENCE CALLS	250.00	-	-	250.00	0.00%
PER MEMBER CHARGE	3,921.00	70.64	5,069.41	(1,148.41)	129.29%
NEWSLETTER EXPENSES	1,800.00	-	2,849.90	(1,049.90)	158.33%
EXECUTIVE COMMITTEE EXPENSES	500.00	-	50.00	450.00	10.00%
<b>TOTAL DIRECT EXPENSES:</b>	<b>6,471.00</b>	<b>70.64</b>	<b>7,969.31</b>	<b>(1,498.31)</b>	<b>123.15%</b>
<b>NET INCOME:</b>	<b>1,889.00</b>	<b>29.36</b>	<b>(903.68)</b>		
FUND BALANCE AS OF 9/30/22:	15,228.82		15,228.82		
<b>NEW FUND BALANCE:</b>	<b>17,117.82</b>		<b>14,325.14</b>		

Txn Date	GL Txn Batch	Order No	Invoice	Invoice Dt.	Bill Customer	Txn Type	Txn Funct Account	Amount (dr)	t (cr)	
<b>PRODUCT CODE: SENIOR</b>										
11-Jul-2023	23368862 2023071101	1016653504-1	0002812425	11-Jul-2023	000000036767-0	Sales	REVENUE 48200-SSEN+++++	0.00	25.00	
11-Jul-2023	23368862 2023071101	1016653761-1	0002812649	11-Jul-2023	Dale Matthew Learn 000000005821-0	Sales	REVENUE 48200-SSEN+++++	0.00	25.00	
12-Jul-2023	23368862 2023071201	1016653860-1	0002812733	12-Jul-2023	Mr. Craig Lawrence Smith 000000007626-0	Sales	REVENUE 48200-SSEN+++++	0.00	25.00	
14-Jul-2023	23368862 2023071401	1016654248-1	0002813051	14-Jul-2023	Mr. Scott Friedman 000000009434-0	Sales	REVENUE 48200-SSEN+++++	0.00	25.00	
									Mr. Phillip L. Thoreson	
<b>DE: SENIOR</b>								<b>0.00</b>	<b>100.00</b>	
<b>Net Amount</b>									<b>100.00</b>	<b>4 SSEN</b>

**Detail Trial Balance**

Tuesday, August 15, 2023 10:50 AM

Includes Activities from July 1, 2023 to July 31, 2023

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Washington State Bar Association

WSBA/BRANDYH

Accounts without activities or balances during the above period are not included.

G/L Account: No.: 40000..59999, Global Dimension 1 Filter: SSEN

Posting Date	Document No.	Source No.	DEPT	JOB	Description	Debit Activities	Credit Activities	Balance
<b>Account: 48200</b>		<b>SECTION DUES REVENUE</b>		<b>Beginning Balance</b>				<b>-6,965.63</b>
7/31/2023	T07/31/202		SSEN		Section Dues Revenue - SSEN		100.00	
<b>Account: 48200</b>		<b>SECTION DUES REVENUE</b>		<b>Beginning Balance</b>				<b>-6,965.63</b>
					Total Activities	0.00	100.00	-100.00
<b>Account: 48200</b>		<b>SECTION DUES REVENUE</b>		<b>Ending Balance</b>				<b>-7,065.63</b>
<b>Account: 53690</b>		<b>FACILITIES</b>		<b>Beginning Balance</b>				<b>0.00</b>
7/14/2023	PI+158897	V3535	SSEN	CS23860SE A	PID20485 Catering  Gourmondo Catering Co.	521.32		
7/31/2023	GJ26736		SSEN	CS23860SE A	PID20485- Catering (Sen. Law Learning Conf. and Lunch)		521.32	
<b>Account: 53690</b>		<b>FACILITIES</b>		<b>Beginning Balance</b>				<b>0.00</b>
					Total Activities	521.32	521.32	0.00
<b>Account: 53690</b>		<b>FACILITIES</b>		<b>Ending Balance</b>				<b>0.00</b>
<b>Account: 58300</b>		<b>EXECUTIVE COMMITTEE</b>		<b>Beginning Balance</b>				<b>50.00</b>
<b>Account: 58300</b>		<b>EXECUTIVE COMMITTEE</b>		<b>Ending Balance</b>				<b>50.00</b>
<b>Account: 58375</b>		<b>NEWSLETTER/PUBLICATION</b>		<b>Beginning Balance</b>				<b>2,849.90</b>
<b>Account: 58375</b>		<b>NEWSLETTER/PUBLICATION</b>		<b>Ending Balance</b>				<b>2,849.90</b>
<b>Account: 58400</b>		<b>PER MEMBER CHARGE</b>		<b>Beginning Balance</b>				<b>4,998.77</b>
7/31/2023	0723PMC		SSEN		07/23 Per-Member Charge	70.64		
<b>Account: 58400</b>		<b>PER MEMBER CHARGE</b>		<b>Beginning Balance</b>				<b>4,998.77</b>
					Total Activities	70.64	0.00	70.64
<b>Account: 58400</b>		<b>PER MEMBER CHARGE</b>		<b>Ending Balance</b>				<b>5,069.41</b>
					Report Total Beginning Balance			933.04
					Report Total Activities	591.96	621.32	-29.36
					Report Total Ending Balance			903.68