



S O L O &
S M A L L
P R A C T I C E
S E C T I O N

Solo & Small Practice Section
August 11, 2020 EC Meeting
Minutes

Zoom meeting ID: 88925345015

Called to order at 12:05pm

Attendance: Kari Petrasek, Shashi Vijay, Bruce Gardiner, Kristina Larry, Darcel Lobo, Ann Guinn, John Redenbaugh, Peter Roberts, Jessica Jensen, Nicholas Pleasants, Margeaux Green; Jordan Couch; Destinee Evers (WSBA); Eleen Trang; Joseph Riemer; Amber Rush (at 12:52pm)

1. Roll Call (Darcel):

2. Approval of June 2020 meeting minutes (Kari): Bruce 1st, Jessica 2nd. All in favor. Approval of June 2020 meeting minutes.

3. Treasurer's Report (Bruce):

- Needs budget reports from subcommittees
- 890 current members; 96.95% of estimated membership
- Income is down; last report was in June- \$2400 YTD income as of June 2020
- \$92,893.00 current account balance
- Income comes from membership and CLEs
- Have \$3k ear marked for membership and recruitment; how are we going to use? It can be used through the next fiscal year which is through Sept 2021. Membership intends to plan events next summer if feasible in light of COVID.

4. Committee Reports:

- Electronic Committee (John): Roundtables meetings have been successful and have had great feedback; additional roundtable recordings will be added to members-only area; two more articles have been added to members only area; members have continued to add the SSPS membership to their profile; social media profile- general counsel is reviewing draft to consider allowing it; 2020 SSPS conference is on the website as well as information about the scholarships.
- CLE (Shashi): 7/1 low bono webinar was well attended; 56 registrants; next webinar on 8/19 about balancing life and small firm practice- prospective from Shashi Vijay, Darcel Lobo, and Taryn Darling-Hill; October is scheduled (third Thursday); November is scheduled (third

Thursday) for presentations.

- Membership (Darcel): Mariner's game scheduled for August 29 (not occurring due to COVID). Jessica asked about hosting south end zoom social meeting- may want to invite non-members as well- asked Eleen about purchasing list of non-members. Eleen to follow up regarding purchasing list of non-members.

5. New Young Lawyer Liaison: Joseph Riemer is our new YLL; introduced himself to EC.

6. SSPS Conference Update (Ann and John): one day virtual conference with ethics program on 8/24. End of day will wrap up with reception with Patrick Palace, Darcel Lobo, and Kristina Larry. Law students can register for conference or ethics webinar for free. E-flyers will go out with sponsors' information with proposed four door prizes. We have group consensus on the copy for the Exhibit Hall page. Motion to approve proposed door prizes. 1st Kari 2nd Shashi. All approve.

(Jessica): Current have eight scholarship applications; will continue to inform members via email about the opportunity for a scholarships. We have 20 available scholarships. Deadline for them to apply is 8/14/20 if they want to attend the live ethics CLE.

7. Section Roundtable and EC retreat (Ann and Jordan): They are now every other week; need to decide how long to continue them. Usually have about 20-30 people signed up for a roundtable; usually the same people. Just wrapped up the 16th/17th one last Friday. Has one scheduled for next Friday 8/21. Need to decide how to proceed with any future roundtables. May want to transition to once /month networking event. Consensus is to continue through September and revisit this issue at the October 2020 meeting.

Holding space and rooms at Clearwater; do we want to move forward with planning the retreat in light of COVID. WSBA won't sign contracts until all counties are in Phase 3. Will hold the space and rooms until a contract is pushed by Clearwater. EC will re-assess at that time.

8. Practice Management Advisor (Destinee): She is onboarding Margeaux Green as the new PMA. Margeaux introduced herself.

9. Section Spotlight (Kari): Proposed questions for Section Spotlight have been sent to the section. Responses due by 9/1/20. Shashi and Jordan tasked to start working on the responses.

10. Slack account (John): Was set up approximately seven years ago. Conversation as to whether or not to continue the account. Jordan offered to act as admin of the Slack account; need to add new people and delete old EC members.

9. BOG Update (Kari): Kim Hunter has withdrawn as BOG

10. New Business: Our meetings will remain virtual until all counties are it Phase 3.

Jordan moved to adjourn; Bruce 2nd. All consent. Meeting concluded at 1:37pm.

October 13, 2020 is the next meeting date.