

FINAL



MEETING MINUTES

July 11, 2017

Members Present: Nancy Pacharzina; Nikhil Bavariya (on phone); Shana Pavithran (on phone); Greg McLawsen (by phone); Vitaliy Kertchen (by phone); Loriann Miller (by phone); Kristina Larry; Shashi Vijay (on phone), Bruce Gardiner.

Liaisons Present: Jordan Couch (on phone), YLC Liaison; Joe Terrenzio, Sections Lead; Gil Price (absent).

Advisors Present: John Redenbaugh; Ann Guinn; Pete Roberts.

Absent: Karin Quirk; Kari Petrasek

The Meeting was called to order by Chair Nancy Pacharzina at 12:00 p.m.

Approval of Minutes of May 23, 2017 Meeting

The May minutes were considered for approval. John explained the July 4 update regarding door prizes. There were no comments and the minutes were approved.

Treasurer's Report –Bruce

Posted the monthly report; we are about even in revenue. He put up the proposed budget for next year. There is a budget for speakers and for the networking events. Comments would be appreciated. Please check your committee proposals. We have \$2500 for miscellaneous and unallocated.

Bruce included the total for membership; membership broke out the costs of each item for networking, CLE lunches, etc. Bruce used the overall number and summary.

We need to add additional funds for the retreat because the hotel is making renovations and it will cost more next year.

Committee Reports

Education Committee Report-Sashi

Winter CLE: secured date, working on ideas for a workshop/interactive direction. Definitely do not want to go with the old model. Open to new ideas as the planning is going on. May want to try to get local, well-known speakers, to present. Scheduled for same weekend for the retreat.

Webinars: going well. Debrief from the last webinar on Ethics and protecting client data. People seemed engaged and there were lots of questions; 68 attendees for sure.

Upcoming webinar is insurance, Bruce is the lead.

Electronic Communications Committee Report -John

Brief meeting today. Still waiting for the migration of the new website. They will sit down with the new people to touch base. Still waiting on bar for message board proposal. Work on advertising for members only benefits.

Today there was training for the migration process for the website and it should be done around August 1. Should have the ability to take a look at the samples at the end of the month.

Joe: On the outreach on resources and materials the BOG is looking at internally and seeing what disclosures are required. As we do it more, including paying people, we want to make sure we have the proper disclosures for property rights.

Joe: Message Board Proposal-not sure of current status, but put together a proposal for using as a pilot. IT guys look at platform and IT had questions about using it, and though it may be worth spending time looking for a similar platform.

Joe: Directory drop down. The update will happen once the migration happens and the membership database upgrade occurs. Scheduled for end of August.

Nancy: The shortcut to our members only page. The one we purchased was not complete and did not cover all the different urls or sub-platforms. Vitaliy has fixed the issue. WSBA created one for us as well. We will leave it at using both of them. If we are doing official business we should stick with the WSBA one.

Membership Committee Report and Section Stats -Jordan

We have 1022 members and are 4 off from last year. They are slowly trickling in and we expect more at the Conference. We are working on getting more networking events going on. The Tacoma Bar was wishy washy on getting things going, so he went ahead and set up the event for August 24 (tentatively).

Washington State Bar Association
Solo & Small Practice Section Executive Committee

Screen cleaners and letters out to the members.

WSBA Section Business -Nancy

Paris sent out an email: we are not allowed to take action without a meeting, so there is a work around; we can vote by email if there is legislative action we need to approve. You can do it by email, but it must be brought up at next scheduled meeting.

Bylaw revisions are done. These are primarily done to comply with Article 11. The good news is we can still elect the officers by the EC only. We clarified the past chair term is 1 year. No comments or questions on the proposed bylaws. Nancy will need to send a clean copy; deadline is July 12.

Motion: Motion to adopt the proposed amended bylaws was made and seconded. Motion passed with no objection.

Solo & Small Firm Conference Status Report

We are working on the schedule for the booth and looking for volunteers. Currently there are 17 vendors.

[Some notes missing due to file corruption].

Adjournment

The Meeting was adjourned at 1:00 p.m.