

LCBA Executive Committee Meeting  
February 12, 2019  
Bluebird Café

Present: Renee, Art, Rikke, Rebecca, Ben Anda, Cathy, Cody, and Matt Haltzman

Minute Approval for January Meeting; Motion to Approve by Art and second by Ben.

Treasurer's Report: Consistent with next month. We spent some funds on mock trial and those were the only funds outside of payroll and normal expenses. Treasurer did obtain a debit card and is working with Lisa Ritter to establish a policy regarding the card. Lisa will hold the card and will be the authorized user. Lisa will make the payments so we are not giving the card number out to all bar members over time.

ProBono Program – Ben reported that he is obtaining additional malpractice insurance bids.

CLE – Rebecca reported for Kara Clark. The Landlord Tenant CLE was widely attended by almost 40 individuals. Renee also reported that there are 3 upcoming CLE classes February 15 on Maintenance Changes, March 6 on Bad Faith Litigation and on April 17 regarding Financial Planning for Estate Planning and Compassion Fatigue on May 7.

Young Lawyers – Ben announced that Law day will be May 1 and are working on securing speakers and a location. They have been discussing the Rio as an option for the location. Matt Haltzman will be taking over as president of the Young Lawyers and will take Ben's place in attending these meetings. They are working to get all their meetings scheduled and will try not to have holiday conflicts.

YLD (State level group) and Local Government Counsel wants to do a happy hour on Term Day at the Tap & Handle – they want to discuss the benefits of government service. There are concerns about Larimer County attendance after a full day of Term Day activities. Ben will discuss concerns with the groups who want to plan the event.

Women's Bar – Elyse reported via email that they are planning their next social. The date is likely in March but is not yet on the calendar.

Access to Justice Report – Rebecca reported that the committee is planning family law resource day Friday, April 5, 2019. They are using sign up Genius to get information for both presenting attorneys and participants. They are adding a class to the schedule on information on CFP's and PRE's and the difference between them, how to request them, and why to request them. They are also replacing Guardianship and Conservatorship with self representation in litigation by Judge Field. Asking for attorney volunteers for the ask a lawyer sessions. Additionally, all of the meetings for the next year (March 21, June 20, Sept 19, and December 19) are scheduled and will be on the calendar.

Board of Governors – Jennifer Rice and Pete Dauster filled us in last meeting on what was happening. There is no update at this time.

**New Business:**

Steven J. Roy Scholarship – Renee signed the paperwork to make sure this is fully endowed at this point. They are working with timing to fund that and make sure we have enough funds available for scholarships this year.

Spring Term day is coming up on March 1. Chief Justice Coats and the CBA president are going to be presenters. Renee wants ideas for what they could present on as a joint presentation. Ben has an idea to tie the rural internet access in with video for remote oral arguments. Renee still needs volunteers for a few tasks for Term Day. Rebecca will help with linens. Rikke and Anda will work on centerpieces for the lunch at Block One. We also need a new secretary moving forward. Renee takes note of volunteers and individuals we might approach.

Board confirms no objections to the contracts she has signed on our behalf.

Meeting concluded.

Next Meeting:

LARIMER COUNTY BAR ASSOCIATION

FINANCIAL STATEMENTS

January 31, 2019

9:09 AM  
02/03/19  
Cash Basis

Larimer County Bar Association  
**Balance Sheet**  
As of January 31, 2019

	<u>Jan 31, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>Certificates of Deposit</b>	
CD Home State #3002258 4/2	11,351.02
CD Home State #805038 10/10	28,091.80
<b>Total Certificates of Deposit</b>	39,442.82
<b>Checking Accounts</b>	
Home State Prem. Inv. 8047030	70,435.14
Legal Aid Account	7,507.41
Operating Account	85,410.57
<b>Total Checking Accounts</b>	163,353.12
<b>Total Checking/Savings</b>	202,795.94
<b>Other Current Assets</b>	
<b>Other Current Assets</b>	
Artwork	1,475.00
<b>Total Other Current Assets</b>	1,475.00
<b>Total Other Current Assets</b>	1,475.00
<b>Total Current Assets</b>	204,270.94
<b>TOTAL ASSETS</b>	<b>204,270.94</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
30000 - Opening Balance Equity	188,083.24
Net Income	16,187.70
<b>Total Equity</b>	204,270.94
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>204,270.94</b>

9:11 AM  
02/03/19  
Cash Basis

Larimer County Bar Association  
**Profit & Loss**  
January 2019

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	<u>Jan 19</u>
<b>Income</b>	
4200 · Dues Income	275.00
4450 · Interest Income	33.11
4500 · Ads - Messenger	75.00
<b>Total Income</b>	<u>383.11</u>
<b>Expense</b>	
5050 · Donations	
5051 · Donations - Other	50.00
<b>Total 5050 · Donations</b>	50.00
5150 · Mock Trial Regional Competition	
5151 · Regional Competition costs	1,000.00
<b>Total 5150 · Mock Trial Regional Competition</b>	1,000.00
5200 · Access to Justice	
5210 · Internet access courthouse	155.08
<b>Total 5200 · Access to Justice</b>	155.08
5300 · Office Supplies, Postage,Copies	96.00
5350 · Ethics Seminar Expense	1,834.00
5800 · Pro Bono	
5810 · Pro Bono - Wages	2,106.25
5830 · Pro Bono - Payroll Tax	188.30
5840 · Pro Bono - Payroll Services	33.00
5850 · Pro Bono - Cell Phone	35.24
5870 · Pro Bono - Internet	15.00
<b>Total 5800 · Pro Bono</b>	2,377.79
6000 · Spring Term Day Expenses	
6010 · Spring Term Day - Lunch	397.00
<b>Total 6000 · Spring Term Day Expenses</b>	397.00
<b>Total Expense</b>	<u>5,909.87</u>
<b>Net Income</b>	<u><u>-5,526.76</u></u>

**Larimer County Bar Association**  
**Profit & Loss**  
 July 2018 through January 2019

	Jul '18 - Jan 19
<b>Income</b>	
4200 · Dues Income	35,698.56
4210 · COLTAF - Pro Bono Grant	12,500.00
4300 · Fall Term Day Income	
4310 · Golf	1,540.00
4320 · Term Day Dinner	1,310.00
<b>Total 4300 · Fall Term Day Income</b>	<b>2,850.00</b>
4450 · Interest Income	187.80
4500 · Ads - Messenger	650.00
4900 · Other Income	227.00
<b>Total Income</b>	<b>52,113.36</b>
<b>Expense</b>	
5050 · Donations	
5051 · Donations - Other	50.00
<b>Total 5050 · Donations</b>	<b>50.00</b>
5070 · Miscellaneous	2,554.62
5090 · Bench/Bar Luncheons	406.28
5150 · Mock Trial Regional Competition	
5151 · Regional Competition costs	1,000.00
5152 · Mock Trial Team Reimbursement	250.00
<b>Total 5150 · Mock Trial Regional Competition</b>	<b>1,250.00</b>
5200 · Access to Justice	
5210 · Internet access courthouse	1,079.71
5230 · Committee Lunches	171.72
5240 · Legal Resource Day	200.86
<b>Total 5200 · Access to Justice</b>	<b>1,452.29</b>
5250 · Bank Service Charges	105.49
5300 · Office Supplies, Postage, Copies	96.00
5350 · Ethics Seminar Expense	1,834.00
5450 · CLE - Other Seminars	100.00
5540 · National Adoption Day expenses	730.41
5550 · Retreat Meeting	127.24
5570 · Veterans Assistance Clinic	
5571 · Veteran's Assistance Lunch	86.00
5572 · Veteran's Assist. Advertising	194.00
<b>Total 5570 · Veterans Assistance Clinic</b>	<b>280.00</b>
5610 · Web Site Expenses	96.00
5640 · Directors & Officers Liability	1,534.00
5650 · Accounting Expense	580.00
5800 · Pro Bono	
5810 · Pro Bono - Wages	14,287.50
5830 · Pro Bono - Payroll Tax	1,120.16
5840 · Pro Bono - Payroll Services	225.00
5850 · Pro Bono - Cell Phone	246.50
5860 · Pro Bono - Brochures, Supplies	156.29
5870 · Pro Bono - Internet	105.00
5880 · Worker's Compensation Insurance	242.00
<b>Total 5800 · Pro Bono</b>	<b>16,382.45</b>
5900 · Fall Term Day Expenses	
5910 · Fall Term Day - Golf	1,540.00
5920 · Fall Term Day - Dinner	6,264.10
5990 · Fall Term Day Exp - other	145.78
<b>Total 5900 · Fall Term Day Expenses</b>	<b>7,949.88</b>

9:10 AM  
02/03/19  
Cash Basis

**Larimer County Bar Association**  
**Profit & Loss**  
July 2018 through January 2019

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	<u>Jul '18 - Jan 19</u>
6000 · Spring Term Day Expenses	
6010 · Spring Term Day - Lunch	397.00
Total 6000 · Spring Term Day Expenses	<u>397.00</u>
Total Expense	<u>35,925.66</u>
Net Income	<u><u>16,187.70</u></u>

## Larimer County Bar Association

### Profit & Loss Budget vs. Actual

#### January 2019

	Jan 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
4150 · Ethics Seminar	0.00	0.00	0.00	0.0%
4160 · CLE Other Seminars	0.00	21.00	-21.00	0.0%
4200 · Dues Income	275.00	500.00	-225.00	55.0%
4210 · COLTAF - Pro Bono Grant	0.00	0.00	0.00	0.0%
4300 · Fall Term Day Income				
4310 · Golf	0.00	0.00	0.00	0.0%
4320 · Term Day Dinner	0.00	0.00	0.00	0.0%
<b>Total 4300 · Fall Term Day Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
4400 · Spring Term Day Income				
4410 · Spring Term Day Bowling	0.00	0.00	0.00	0.0%
4420 · Spring Term Day Lunch	0.00	0.00	0.00	0.0%
<b>Total 4400 · Spring Term Day Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
4450 · Interest Income	33.11	16.66	16.45	198.7%
4500 · Ads - Messenger	75.00	100.00	-25.00	75.0%
4600 · Mock Trial Income	0.00	0.00	0.00	0.0%
4700 · National Adoption Day	0.00	0.00	0.00	0.0%
4900 · Other Income	0.00	0.00	0.00	0.0%
<b>Total Income</b>	<b>383.11</b>	<b>637.66</b>	<b>-254.55</b>	<b>60.1%</b>
<b>Expense</b>				
5050 · Donations				
5051 · Donations - Other	50.00	0.00	50.00	100.0%
5100 · Senior Law Day Donation	0.00	0.00	0.00	0.0%
5400 · Scholarship Donation	0.00	0.00	0.00	0.0%
<b>Total 5050 · Donations</b>	<b>50.00</b>	<b>0.00</b>	<b>50.00</b>	<b>100.0%</b>
5060 · Awards				
5070 · Miscellaneous	0.00	39.36	-39.36	0.0%
5080 · Advertising Expense	0.00	50.00	-50.00	0.0%
5090 · Bench/Bar Luncheons	0.00	50.00	-50.00	0.0%
5150 · Mock Trial Regional Competition	0.00	0.00	0.00	0.0%
5151 · Regional Competition costs	1,000.00	0.00	1,000.00	100.0%
5152 · Mock Trial Team Reimbursement	0.00	0.00	0.00	0.0%
<b>Total 5150 · Mock Trial Regional Competition</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>100.0%</b>
5160 · Law Day Expenses	0.00	0.00	0.00	0.0%
5170 · Young Lawyers Expenses	0.00	0.00	0.00	0.0%

## Larimer County Bar Association Profit & Loss Budget vs. Actual January 2019

	Jan 19	Budget	\$ Over Budget	% of Budget
<b>5200 · Access to Justice</b>				
5210 · Internet access courthouse	155.08	160.00	-4.92	96.9%
5220 · Courthouse printer supplies	0.00	0.00	0.00	0.0%
5230 · Committee Lunches	0.00	50.00	-50.00	0.0%
5240 · Legal Resource Day	0.00	0.00	0.00	0.0%
5245 · Family Law Day	0.00	0.00	0.00	0.0%
5200 · Access to Justice - Other	0.00	0.00	0.00	0.0%
<b>Total 5200 · Access to Justice</b>	<b>155.08</b>	<b>210.00</b>	<b>-54.92</b>	<b>73.8%</b>
<b>5250 · Bank Service Charges</b>				
5300 · Office Supplies, Postage, Copies	0.00	100.00	-100.00	0.0%
5350 · Ethics Seminar Expense	96.00	90.00	6.00	106.7%
5450 · CLE - Other Seminars	1,834.00	0.00	1,834.00	100.0%
5500 · Messenger	0.00	30.00	-30.00	0.0%
5540 · National Adoption Day expenses	0.00	0.00	0.00	0.0%
5550 · Retreat Meeting	0.00	0.00	0.00	0.0%
5560 · President's Dinner	0.00	0.00	0.00	0.0%
5570 · Veterans Assistance Clinic	0.00	0.00	0.00	0.0%
5571 · Veteran's Assistance Lunch	0.00	50.00	-50.00	0.0%
5572 · Veteran's Assist. Advertising	0.00	0.00	0.00	0.0%
<b>Total 5570 · Veterans Assistance Clinic</b>	<b>0.00</b>	<b>50.00</b>	<b>-50.00</b>	<b>0.0%</b>
<b>5600 · Gifts, Memoriams</b>				
5610 · Web Site Expenses	0.00	0.00	0.00	0.0%
5640 · Directors & Officers Liability	0.00	0.00	0.00	0.0%
5650 · Accounting Expense	0.00	0.00	0.00	0.0%
5800 · Pro Bono				
5810 · Pro Bono - Wages	2,106.25	2,168.00	-61.75	97.2%
5820 · Pro Bono - Malpractice, Liabili	0.00	0.00	0.00	0.0%
5830 · Pro Bono - Payroll Tax	188.30	187.50	0.80	100.4%
5840 · Pro Bono - Payroll Services	33.00	35.00	-2.00	94.3%
5850 · Pro Bono - Cell Phone	35.24	37.50	-2.26	94.0%
5860 · Pro Bono - Brochures, Supplies	0.00	0.00	0.00	0.0%
5870 · Pro Bono - Internet	15.00	15.00	0.00	100.0%
5875 · Computer Software - Cloud	0.00	12.50	-12.50	0.0%
5880 · Worker's Compensation Insurance	0.00	0.00	0.00	0.0%
5890 · Pro Bono - Other	0.00	50.00	-50.00	0.0%
<b>Total 5800 · Pro Bono</b>	<b>2,377.79</b>	<b>2,505.50</b>	<b>-127.71</b>	<b>94.9%</b>
<b>5900 · Fall Term Day Expenses</b>				
5910 · Fall Term Day - Golf	0.00	0.00	0.00	0.0%
5920 · Fall Term Day - Dinner	0.00	0.00	0.00	0.0%
5990 · Fall Term Day Exp - other	0.00	0.00	0.00	0.0%
<b>Total 5900 · Fall Term Day Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

**Larimer County Bar Association  
Profit & Loss Budget vs. Actual  
January 2019**

	Jan 19	Budget	\$ Over Budget	% of Budget
<b>6000 · Spring Term Day Expenses</b>				
6010 · Spring Term Day - Lunch	397.00	0.00	397.00	100.0%
6020 · Spring Term Day - Bowling	0.00	200.00	-200.00	0.0%
6030 · Spring Term Day - other	0.00	0.00	0.00	0.0%
<b>Total 6000 · Spring Term Day Expenses</b>	<b>397.00</b>	<b>200.00</b>	<b>197.00</b>	<b>198.5%</b>
<b>Total Expense</b>	<b>5,909.87</b>	<b>3,324.86</b>	<b>2,585.01</b>	<b>177.7%</b>
<b>Net Income</b>	<b>-5,526.76</b>	<b>-2,687.20</b>	<b>-2,839.56</b>	<b>205.7%</b>

## Larimer County Bar Association Profit & Loss Budget vs. Actual July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
4150 · Ethics Seminar	0.00	0.00	0.00	0.0%
4160 · CLE Other Seminars	0.00	146.50	-146.50	0.0%
4200 · Dues Income	35,698.56	35,700.00	-1.44	100.0%
4210 · COLTAF - Pro Bono Grant	12,500.00	9,500.00	3,000.00	131.6%
4300 · Fall Term Day Income				
4310 · Golf	1,540.00	1,500.00	40.00	102.7%
4320 · Term Day Dinner	1,310.00	1,500.00	-190.00	87.3%
<b>Total 4300 · Fall Term Day Income</b>	<b>2,850.00</b>	<b>3,000.00</b>	<b>-150.00</b>	<b>95.0%</b>
4400 · Spring Term Day Income				
4410 · Spring Term Day Bowling	0.00	0.00	0.00	0.0%
4420 · Spring Term Day Lunch	0.00	0.00	0.00	0.0%
<b>Total 4400 · Spring Term Day Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
4450 · Interest Income	187.80	116.70	71.10	160.9%
4500 · Ads - Messenger	650.00	375.00	275.00	173.3%
4600 · Mock Trial Income	0.00	0.00	0.00	0.0%
4700 · National Adoption Day	0.00	0.00	0.00	0.0%
4900 · Other Income	227.00	0.00	227.00	100.0%
<b>Total Income</b>	<b>52,113.36</b>	<b>48,838.20</b>	<b>3,275.16</b>	<b>106.7%</b>
<b>Expense</b>				
5050 · Donations				
5051 · Donations - Other	50.00	0.00	50.00	100.0%
5100 · Senior Law Day Donation	0.00	0.00	0.00	0.0%
5400 · Scholarship Donation	0.00	0.00	0.00	0.0%
<b>Total 5050 · Donations</b>	<b>50.00</b>	<b>0.00</b>	<b>50.00</b>	<b>100.0%</b>
5060 · Awards	0.00	39.36	-39.36	0.0%
5070 · Miscellaneous	2,554.62	160.00	2,394.62	1,596.6%
5080 · Advertising Expense	0.00	100.00	-100.00	0.0%
5090 · Bench/Bar Luncheons	406.28	550.00	-143.72	73.9%
5150 · Mock Trial Regional Competition				
5151 · Regional Competition costs	1,000.00	0.00	1,000.00	100.0%
5152 · Mock Trial Team Reimbursement	250.00	1,500.00	-1,250.00	16.7%
<b>Total 5150 · Mock Trial Regional Competition</b>	<b>1,250.00</b>	<b>1,500.00</b>	<b>-250.00</b>	<b>83.3%</b>
5160 · Law Day Expenses	0.00	0.00	0.00	0.0%
5170 · Young Lawyers Expenses	0.00	1,000.00	-1,000.00	0.0%

**Larimer County Bar Association**  
**Profit & Loss Budget vs. Actual**  
 July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
<b>5200 · Access to Justice</b>				
5210 · Internet access courthouse	1,079.71	1,100.00	-20.29	98.2%
5220 · Courthouse printer supplies	0.00	0.00	0.00	0.0%
5230 · Committee Lunches	171.72	250.00	-78.28	68.7%
5240 · Legal Resource Day	200.86	400.00	-199.14	50.2%
5245 · Family Law Day	0.00	0.00	0.00	0.0%
5200 · Access to Justice - Other	0.00	0.00	0.00	0.0%
<b>Total 5200 · Access to Justice</b>	<b>1,452.29</b>	<b>1,750.00</b>	<b>-297.71</b>	<b>83.0%</b>
<b>5250 · Bank Service Charges</b>				
5300 · Office Supplies, Postage,Copies	105.49	100.00	5.49	105.5%
5350 · Ethics Seminar Expense	96.00	129.80	-33.80	74.0%
5450 · CLE - Other Seminars	1,834.00	1,000.00	834.00	183.4%
5500 · Messenger	100.00	450.00	-350.00	22.2%
5540 · National Adoption Day expenses	0.00	0.00	0.00	0.0%
5550 · Retreat Meeting	730.41	700.00	30.41	104.3%
5560 · President's Dinner	127.24	200.00	-72.76	63.6%
5570 · Veterans Assistance Clinic	0.00	0.00	0.00	0.0%
5571 · Veteran's Assistance Lunch	86.00	150.00	-64.00	57.3%
5572 · Veteran's Assist. Advertising	194.00	400.00	-206.00	48.5%
<b>Total 5570 · Veterans Assistance Clinic</b>	<b>280.00</b>	<b>550.00</b>	<b>-270.00</b>	<b>50.9%</b>
<b>5600 · Gifts, Memoriams</b>				
5610 · Web Site Expenses	0.00	0.00	0.00	0.0%
5640 · Directors & Officers Liability	96.00	250.00	-154.00	38.4%
5650 · Accounting Expense	1,534.00	1,600.00	-66.00	95.9%
5800 · Pro Bono	580.00	600.00	-20.00	96.7%
5810 · Pro Bono - Wages	14,287.50	15,168.00	-880.50	94.2%
5820 · Pro Bono - Malpractice, Liabili	0.00	0.00	0.00	0.0%
5830 · Pro Bono - Payroll Tax	1,120.16	1,312.50	-192.34	85.3%
5840 · Pro Bono - Payroll Services	225.00	236.00	-11.00	95.3%
5850 · Pro Bono - Cell Phone	246.50	262.50	-16.00	93.9%
5860 · Pro Bono - Brochures, Supplies	156.29	200.00	-43.71	78.1%
5870 · Pro Bono - Internet	105.00	105.00	0.00	100.0%
5875 · Computer Software - Cloud	0.00	87.50	-87.50	0.0%
5880 · Worker's Compensation Insurance	242.00	300.00	-58.00	80.7%
5890 · Pro Bono - Other	0.00	250.00	-250.00	0.0%
<b>Total 5800 · Pro Bono</b>	<b>16,382.45</b>	<b>17,921.50</b>	<b>-1,539.05</b>	<b>91.4%</b>
<b>5900 · Fall Term Day Expenses</b>				
5910 · Fall Term Day - Golf	1,540.00	3,500.00	-1,960.00	44.0%
5920 · Fall Term Day - Dinner	6,264.10	6,100.00	164.10	102.7%
5990 · Fall Term Day Exp - other	145.78	200.00	-54.22	72.9%
<b>Total 5900 · Fall Term Day Expenses</b>	<b>7,949.88</b>	<b>9,800.00</b>	<b>-1,850.12</b>	<b>81.1%</b>

**Larimer County Bar Association**  
**Profit & Loss Budget vs. Actual**  
 July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
6000 · Spring Term Day Expenses				
6010 · Spring Term Day - Lunch	397.00	0.00	397.00	100.0%
6020 · Spring Term Day - Bowling	0.00	200.00	-200.00	0.0%
6030 · Spring Term Day - other	0.00	0.00	0.00	0.0%
<b>Total 6000 · Spring Term Day Expenses</b>	<b>397.00</b>	<b>200.00</b>	<b>197.00</b>	<b>198.5%</b>
<b>Total Expense</b>	<b>35,925.66</b>	<b>38,600.66</b>	<b>-2,675.00</b>	<b>93.1%</b>
<b>Net Income</b>	<b>16,187.70</b>	<b>10,237.54</b>	<b>5,950.16</b>	<b>158.1%</b>