LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE MINUTES FROM THE JUNE 11, 2019 MEETING HELD AT SILVER GRILL

IN ATTENDANCE:

Committee Members: Anda Lincoln Stephenson, Arthur Spicciati, Rebekah Berry-Chaney, Renee Doak, Rikke Liska, Heidi Whitaker, Dan St. John, Matthew Haltzman

Others Present: Cathy Vlasak

CALL TO ORDER: President Anda Lincoln Stephenson called the meeting to order at approximately 7:11 a.m.

APPROVAL OF MINUTES: The minutes from the May 14, 2019 meeting were approved unanimously.

TREASURER'S REPORT: Rikke Liska reported for Kara Clark that the Pro Bono program's malpractice insurance has been paid and the balances look good in the Bar Association's accounts. All expenses have been paid for the ethics CLE and the end result is that a profit of \$6,665.73. The profit is still reflected in the May financials however; a check has been written to the investment account for scholarships which should be reflected in the June accounting.

PRO BONO PROGRAM REPORT: Ms. Stephenson reported for Cody Kneble that the pro bono program will be applying for the COLTAF grant.

YOUNG LAWYER DIVISION REPORT: Matthew Haltzman reported that the YLD decided that the lunch meetings were not going well so they switched to a happy hour. The YLD has seen approximately 20 people at each happy hour. Judge Blanco came last month and Judge Newman the meeting prior. Judge Field is planning on coming to the next happy hour on June 26th at 5:30pm at O'Dell Brewery. They are currently working on a date for summer social in tentatively mid-July. They have had 6 or 7 new members consistently attending.

WOMEN'S BAR REPORT: Heidi Whitaker reported she did not have an opportunity to set up a June 18th meeting so she will get a meeting scheduled soon. Ms. Doak offered to act as interim vice president and Ms. Whitaker will send out a call for volunteers for the position.

ACCESS TO JUSTICE REPORT: Rebekah Berry-Chaney reported next meeting is June 20th over the noon hour. Jackie Marro from the State's Access to Justice Committee will be present to present about the state ATJ activities.

CLE REPORT: Ms. Liska reported for Kara Clark reported there is a CLE scheduled for tomorrow on long term planning. Ms. Clark has not had anyone approach her about CLE topics and is unsure if this is just typically a slow time of year but she is open for suggestions.

JULY BUDGET RETREAT: Mr. Spicciati reported he reserved the space at the County building at 201 W. Oak Street, Lake Loveland room number 233. Ms. Stephenson reminds the committee

that the retreat will take place on July 19th beginning at 2pm. Ms. Stephenson asked that the members review the financials prior to the meeting and that she has reviewed several of the prior years and there are some aspects that will likely need to change.

TERM DAY: Mr. Spicciati reported the CSU stadium club is not available due to an annual event. Ms. Liska reported that it has been difficult to find a golf club willing to host the golf tournament because it takes up a Friday afternoon, with a shot gun start, an indeterminate number of potential players, and we typically request a discount. Last year it was held at the Loveland golf course but the suggestion had been made to find a Fort Collins club willing to host the tournament so as to rotate the location. The most promising lead Ms. Liska has been able to find is Harmony Club which is a private club but it would be more expensive. She is waiting for a response from the club owners as to whether or not they will allow a group who are not all members to play on their course. In the past the cost has been from \$65 to \$80 for 18 holes of golf which is a reasonable amount but the bar has received complaints in the past, no matter the cost. In the past there have typically been between 6-10 groups of 4 players. Mr. St. John suggested that we open up the people other than attorneys and office staff to ensure that the spots are reserved. The opinion from Brett Busch was that the tournament should only be attorneys and office staff. The committee will consider options once Ms. Liska has gotten a response from the clubs.

PRESIDENTS DINNER: Ms. Stephenson reported that some of the feedback from past presidents was that it might be an unnecessary expense. Ms. Doak reported that the last dinner was at Jennifer Stewart's parent's home and Dick Gast has hosted in the past. Discussion revolved around potentially building into the budget funds to be able to hold this dinner again in one or two years versus this year. The committee will consider the options and revisit this issue.

NEW BUSINESS:

• No new business.

ADJOURNMENT: Anda Lincoln Stephenson adjourned the meeting at 7:48 a.m.

NEXT LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE MEETING: The next executive committee meeting will be the July budget meeting on July 19th at 2pm at the Larimer County building, 201 W. Oak Street, Lake Loveland room number 233. No additional executive meeting will be held.

Respectfully Submitted,

Rebekah Berry-Chaney, Esq. LCBA Secretary

LARIMER COUNTY BAR ASSOCIATION FINANCIAL STATEMENTS

May 31, 2019

Larimer County Bar Association Balance Sheet

As of May 31, 2019

	May 31, 19
ASSETS Current Assets Checking/Savings Certificates of Deposit	
CD Home State #3002258 4/2 CD Home State #805038 10/10	11,381.02 28,147.25
Total Certificates of Deposit	39,528.27
Checking Accounts Home State Prem. Inv. 8047030 Legal Aid Account Operating Account	70,503.06 15,374.17 73,176.51
Total Checking Accounts	159,053.74
Total Checking/Savings	198,582.01
Other Current Assets Other Current Assets Artwork	1,475.00
Total Other Current Assets	1,475.00
Total Other Current Assets	1,475.00
Total Current Assets	200,057.01
TOTAL ASSETS	200,057.01
LIABILITIES & EQUITY Equity 30000 - Opening Balance Equity Net Income	188,083.24 11,973.77
Total Equity	200,057.01
TOTAL LIABILITIES & EQUITY	200,057.01

Larimer County Bar Association Profit & Loss

May 2019

	May 19
Income	
4150 · Ethics Seminar	8,855.00
4200 · Dues Income	2,950.00
4450 · Interest Income	47.52
4500 · Ads - Messenger	100.00
Total Income	11,952.52
Expense	
5200 · Access to Justice	
5210 · Internet access courthouse	149.39
Total 5200 · Access to Justice	149.39
5350 · Ethics Seminar Expense	313.13
5450 CLE - Other Seminars	50.00
5800 · Pro Bono	
5810 · Pro Bono - Wages	2,075.00
5820 · Pro Bono - Malpractice, Liabili	2,622.38
5830 · Pro Bono - Payroll Tax	173.06
5840 · Pro Bono - Payroll Services	32.00
5850 · Pro Bono - Cell Phone	35.54
5870 · Pro Bono - Internet	15.00
Total 5800 · Pro Bono	4,952.98
Total Expense	5,465.50
et Income	6,487.02

Larimer County Bar Association Profit & Loss

July 2018 through May 2019

	Juł '18 - May 19
Income 4150 · Ethics Seminar 4200 · Dues Income 4210 · COLTAF - Pro Bono Grant 4300 · Fall Term Day Income 4310 · Golf 4320 · Term Day Dinner	8,855.00 39,023.56 12,500.00 1,540.00 1,310.00
Total 4300 · Fall Term Day Income	2,850.00
4400 · Spring Term Day Income 4410 · Spring Term Day Bowling 4420 · Spring Term Day Lunch	1,060.00 1,065.00
Total 4400 · Spring Term Day Income	2,125.00
4450 · Interest Income 4500 · Ads - Messenger 4900 · Other Income	331.17 1,085.00 227.00
Total Income	66,996.73
Expense 5050 · Donations 5051 · Donations - Other	50.00
Total 5050 · Donations	50.00
5060 · Awards 5070 · Miscellaneous 5090 · Bench/Bar Luncheons 5150 · Mock Trial Regional Competition 5151 · Regional Competition costs 5152 · Mock Trial Team Reimbursement	60.76 2,571.62 916.71 279.91 1,250.00
Total 5150 · Mock Trial Regional Competition	1,529.91
5170 · Young Lawyers Expenses 5200 · Access to Justice 5210 · Internet access courthouse 5230 · Committee Lunches 5240 · Legal Resource Day 5245 · Family Law Day	1,000.00 1,689.78 233.56 200.86 383.31
Total 5200 · Access to Justice	2,507.51
5250 · Bank Service Charges 5300 · Office Supplies, Postage, Copies 5350 · Ethics Seminar Expense 5450 · CLE - Other Seminars 5540 · National Adoption Day expenses 5550 · Retreat Meeting 5570 · Veterans Assistance Clinic	105.49 96.00 2,189.27 200.00 730.41 127.24
5571 · Veteran's Assistance Lunch 5572 · Veteran's Assist. Advertising	86.00 194.00
Total 5570 · Veterans Assistance Clinic	280.00
5600 · Gifts, Memoriams 5610 · Web Site Expenses 5640 · Directors & Officers Liability 5650 · Accounting Expense	130.87 96.00 1,534.00 580.00

Larimer County Bar Association Profit & Loss

July 2018 through May 2019

	Jul '18 - May 19
5800 · Pro Bono	
5810 - Pro Bono - Wages	22,706.25
5820 · Pro Bono - Malpractice, Liabili	2,622.38
5830 · Pro Bono - Payroll Tax	1,851.65
5840 Pro Bono - Payroll Services	353.00
5850 · Pro Bono - Cell Phone	388.98
5860 · Pro Bono - Brochures, Supplies	224.43
5870 · Pro Bono - Internet	165.00
5880 · Worker's Compensation Insurance	204.00
Total 5800 · Pro Bono	28,515.69
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
Total 5900 · Fall Term Day Expenses	7,949.88
6000 · Spring Term Day Expenses	
6010 · Spring Term Day - Lunch	2,701.48
6020 · Spring Term Day - Bowling	998.60
6030 ⋅ Spring Term Day - other	151.52
Total 6000 Spring Term Day Expenses	3,851.60
Total Expense	55,022.96
Net Income	11,973.77

Larimer County Bar Association Profit & Loss Budget vs. Actual

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	May 2019	
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06/06/19 Cash Basis

9:52 AM

Income 4150 · Ethics Seminar 4160 · CLE Other Seminars 4200 · Dues Income 4210 · COLTAF - Pro Bono Grant 4300 · Fall Term Day Income 4310 · Golf 4320 · Term Day Dinner Total 4300 · Fall Term Day Income 4400 · Spring Term Day Bowling 4420 · Spring Term Day Lunch	May 19 8,855.00 0.00 2,950.00 0.00 0.00 0.00 0.00 0.00	8udget 0.00 20.50 4,000.00 0.00 0.00 0.00 0.00 0.00 0.00	\$ Over Budget 8,855.00 -20.50 -1,050.00 0.00 0.00 0.00 0.00 0.00 0.00	% of Budget 100.0% 0.0% 73.8% 0.0% 0.0% 0.0% 0.0%
Total 4400 · Spring Term Day Income 4450 · Interest Income 4500 · Ads - Messenger 4600 · Mock Trial Income 4700 · National Adoption Day 4900 · Other Income	0.00 47.52 100.00 0.00 0.00 0.00	0.00 16.66 125.00 0.00 0.00	0.00 30.86 -25.00 0.00 0.00	0.0% 285.2% 80.0% 0.0% 0.0%
Total Income Expense 5050 · Donations 5051 · Donations - Other 5100 · Senior Law Day Donation 5400 · Scholarship Donation	11,952.52 0.00 0.00 0.00	4,162.16 0.00 0.00 0.00	7,790.36 0.00 0.00 0.00	287.2% 0.0% 0.0% 0.0%
Total 5050 · Donations 5060 · Awards 5070 · Miscellaneous 5080 · Advertising Expense 5090 · Bench/Bar Luncheons 5150 · Mock Trial Regional Competition 5151 · Regional Competition 5152 · Mock Trial Team Reimbursement	0.00	0.00 50.00 0.00 0.00 0.00	0.00 -50.00 0.00 0.00 0.00	0.0% 0.0% 0.0% 0.0% 0.0%
Total 5150 · Mock Trial Regional Competition 5160 · Law Day Expenses 5170 · Young Lawyers Expenses	00:0	0.00 250.00 0.00	0.00 -250.00 0.00	%0°0 %0°0 0°0%

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

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Cash Basis

9:52 AM 06/06/19

% of Budget 93.4% 0.0% 0.0% 0.0% 0.0% 100.0% 100.0% 95.8% 100.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0.0% 0
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Larimer County Bar Association Profit & Loss Budget vs. Actual May 2019

Cash Basis 06/06/19 9:52 AM

	May 1
6000 - Spring Term Day Expenses	
6010 Spring Term Day - Lunch	0
6020 · Spring Term Day - Bowling	0
6030 · Spring Term Day - other	0

Total 6000 · Spring Term Day Expenses	v	
Total 6000	Total Expense	Net Income

ay 19 Budget \$ Over Budget % of Budget	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00	5,465.50 3,295.50 2,170.00 165.8%	6.487.02 866.66 5.620.36 748.5%
May 19	00.00	0.0	5,465.	6,487.

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

06/06/19 Cash Basis

9:51 AM

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

9:51 AM 06/06/19 Cash Basis

	5200 · Access to Justice 5210 · Internet access courthouse 5220 · Courthouse printer supplies 5230 · Committee Lunches 5240 · Legal Resource Day 5245 · Family Law Day 5200 · Access to Justice - Other	Total 5200 · Access to Justice	5250 · Bank Service Charges 5300 · Office Supplies, Postage, Copies 5350 · Ethics Seminar Expense 5450 · CLE · Other Seminars 5500 · Messenger 5540 · National Adoption Day expenses 5550 · Retreat Meeting 5560 · President's Dinner 5570 · Veterans Assistance Clinic	5571 · Veteran's Assistance Lunch 5572 · Veteran's Assist. Advertising	Total 5570 · Veterans Assistance Clinic	5600 · Gifts, Memoriams 5610 · Web Site Expenses 5640 · Directors & Officers Liability 5650 · Accounting Expense 5800 · Pro Bono	5810 · Pro Bono · Wages 5820 · Pro Bono · Malpractice, Liabili 5830 · Pro Bono · Payroll Tax 5840 · Pro Bono · Payroll Services	5850 · Pro Bono - Cell Phone 5860 · Pro Bono - Brochures, Supplies 5870 · Pro Bono - Internet 5875 · Computer Software - Cloud 5880 · Worker's Compensation Insurance	Total 5800 · Pro Bono	5900 · Fall Term Day Expenses 5910 · Fall Term Day - Golf 5920 · Fall Term Day - Dinner 5990 · Fall Term Day Exp - other	Total 5900 · Fall Term Day Expenses
Jul '18 - May 19	1,689.78 0.00 233.56 200.86 383.31 0.00	2,507.51	105.49 96.00 20.00 0.00 730.41 127.24 0.00	86.00 194.00	. 280.00	130.87 96.00 1,534.00 580.00	22,706.25 2,622.38 1,851.65 353.00	388.98 224.43 165.00 0.00 204.00	28,515.69	1,540.00 6,264.10 145.78	7,949.88
Budget	1,740.00 0.00 350.00 400.00 450.00 0.00	2,940.00	100.00 150.00 2,800.00 700.00 700.00 200.00	200.00	800.00	650.00 250.00 1,600.00 600.00	23,834.00 2,500.00 2,062.50 368.00	412.50 300.00 165.00 137.50 300.00	30,529.50	3,500.00 -6,100.00 200.00	9,800.00
\$ Over Budget	-50.22 0.00 -116.44 -199.14 -66.69	-432.49	5.49 -54.00 -610.73 -500.00 30.41 -72.76	-114.00 -406.00	-520.00	-519.13 -154.00 -66.00 -20.00	-1,127.75 122.38 -210.85 -15.00	-23.52 -75.57 0.00 -137.50 -96.00	-450.00	-1,960.00 164.10 -54.22	-1,850.12
% of Budget	97.1% 0.0% 66.7% 50.2% 85.2% 0.0%	85.3%	105.5% 64.0% 78.2% 28.6% 0.0% 104.3% 63.6%	43.0% 32.3%	35.0%	20.1% 38.4% 95.9% 96.7%	95.3% 104.9% 89.8% 95.9%	94.3% 74.8% 100.0% 0.0% 68.0%	0.0%	44.0% 102.7% 72.9%	81.1%

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

Cash Basis 06/06/19 9:51 AM

	Jul '18 - May 19	Budget	\$ Over Budget	% of Budget
6000 · Spring Term Day Expenses 6010 · Spring Term Day - Lunch 6020 · Spring Term Day - Bowling 6030 · Spring Term Day - other	2,701.48 998.60 151.52	3,000.00 1,000.00 200.00	-298.52 -1.40 -48.48	90.0% 99.9% 75.8%
Total 6000 · Spring Term Day Expenses	3,851.60	4,200.00	-348.40	91.7
Total Expense	55,022.96	61,529.50	-6,506.54	89.4
rt Income	11,973.77	2,657.84	9,315.93	450.5

Net Income

450.5%

91.7% 89.4%