

THURSTON COUNTY BAR ASSOCIATION
Board of Directors Meeting Minutes
Wednesday, December 13, 2017 at 5:30 p.m.
Heidi Raedel Magaro's office

Members Present: Terry Church, Bill Pope, Patrick O'Connor, Jim Laukkonen, Trevor Zandell, Jackson Maynard, Heidi Raedel Magaro, Megan Card, Mark Wheeler, Lenny Lucenko, Chris Coker

Members Absent: Laura Murphy

Others Present: Heather Ligtenberg

1. **Call to order** 5:39pm
2. **Approval of Minutes of November 8, 2017 Board Meeting** – Bill moves to approve the minutes, seconded by Patrick. The motion carries without objections. Lenny moves to approve the November 18, 2018 Board Retreat minutes, seconded by Bill. The motion carries without objections.
3. **New Business**
 - 3.1 Donation letter from TCBA (Heather) – It was recommended by the accountant, Christine Garst, to send a letter to the members who donate money towards the Safeway gift cards that are given to the families through the Salvation Army Adopt-A-Family program. This letter is a statement for their 2017 tax records. Heather drafted a letter that will be mailed to the members that donated money after January 1, 2018.
 - 3.2 Letter to Grant Donees (Trevor) – The TCBA will be sending a letter after January 1, 2018 to the donees to notify them how much the TCBA will be donating to their organization in 2018 as discussed at the Board Retreat in November 2017.
 - 3.3 New Courthouse meeting in January (Trevor) – There will be a meeting on January 30, 2018 at 4:00 p.m. at the Thurston County Superior Court. Courtroom TBA. Judge Murphy and Judge Buckley will give a presentation and then take questions. They will then leave the room so the attorneys can discuss this further.
 - 3.4 General Membership Meeting (Trevor) – A discussion took place. Lenny and Terry have volunteered to be on the committee to organize this meeting in either March or September 2018.
 - 3.5 Bylaw Review Committee (Trevor) – Trevor, Chris, and Mark have volunteered to be on the Committee to look through the Bylaws and recommend any changes.
 - 3.6 Organize one additional social event besides the BBQ (Trevor) – Megan (Chair), Heidi, and Patrick have volunteered to be on the committee to help organize another social event. Megan will ask Laura if she would like to be on the committee too.
 - 3.7 2018 Membership Renewal letter (Heather) – Heather will use the same membership renewal form as previous years. She will send it to the members the beginning of January and include it in the January Legal Brief.
 - 3.8 Holiday Lunch (Heather) – The holiday lunch is on December 15, 2017 at the Olympia Country and Golf Club at 12:00 p.m. So far we have 80 RSVPs.
 - 3.9 Phishing Scam (Trevor) – The TCBA Board has been targeted by a phishing scam again. Please be careful if you receive an email asking for money or to pay an invoice.
4. **Old Business**
 - 4.1 TCBA mugs update (Megan) – Megan sent an email with 2 options for new mugs. Both options were about \$10 per mug. The two options are a ceramic mug from Colorgraphics or a glass tumbler with etching through another vendor. A discussion took place. The consensus

is the glass tumbler. Megan will ask for a sample of the tumbler and for a quote from the tumbler vendor.

- 4.2 Donation Application form update (Heidi & Terry) – This will be discussed at the next meeting.
 - 4.3 Website update (Patrick & Jim & Heather) – Patrick sent Heather a couple suggestions to improve the look of the website and commented that the section pages need to be updated. Heather sent an email to the section chairs to ask for updates to their pages on the website. Heather reported that Jill Carter, the website vendor, confirmed that the website is secure and the credit card information is not stored on the TCBA website anywhere. Jill Carter said the Event Espresso program on the website needs to be updated. The cost for a basic upgrade is \$179 including labor. The cost to change to a different program would be \$328 including tax and training Heather how to use it. Trevor moves to approve the basic update for \$179, seconded by Terry. The motion carries without objections.
 - 4.4 Mentorship program (Chris) – An email was sent to the members. We received 10 new mentors already. Chris is calling the current mentors to see if they want to continue being a mentor. Chris will contact Jen Doehne, the Young Lawyer Chair, to let her know about the program so she can let the Young Lawyers know.
 - 4.5 Adopt-A-Family update (Lenny) – 31 families have been adopted by TCBA members this year. We have a family of 6 to adopt at the holiday lunch. Thank you to Heather for all her work on this program.
5. **Treasurer’s Report** (Laura Murphy) – November 2017 Financial Reports & 2018 Budget –Since Laura is not at the meeting, this will be discussed at the January 2018 meeting. Trevor commented that the CLE Committee did a great job increasing their income in the past month with a CLE on October 30, 2017 and November 30, 2017.
 6. **Monthly Luncheon Update** (Mark Wheeler)- The calendar is filling up for 2018. Commissioner Rebecca Zinn is going to be the presenting “Legal Writing” in January or April with a Professor from Gonzaga. In February, District Court Judge Ben Settle will be discussing the Federal District Court. In, March, the topic will be “All You Need To Know About Presenting In Front Of The Hearings Examiners”. April is TBD.
 7. **Committee Reports**
 - 7.1 Bench/Bar (President) – The next Superior Court Bench/Bar meeting is tentatively scheduled for Thursday, June 7 at 12:00 p.m. The room is TBD. We will plan to provide lunch again.
 - 7.2 CLE (Bill, Megan, Chris, Heidi, Patrick, Laura) – Patrick’s Trial CLE on November 30, 2017 went very well and was well attended. Mark has tentatively scheduled February 15th for a half day CLE. The agencies who will be presenting will be from the Auditor’s office, Assessors office, Treasurers office, and Geo Data. The CLE is for lawyers and paralegals. The committee will meet in January to discuss 2018.
 - 7.3 Newsletter (Heather) – The January 2018 Legal Brief will be mailed to members by mid-January. Articles and advertisements are due by December 27, 2017.
 8. **Section Reports**
 - 8.1 Family Law (Mike DeWitt) - As usual, there is not too much report. We continue to meet monthly and Meredith Gerhart (included on this message) usually takes the minutes by hand, then types them up and sends them to me for dissemination to the section. I always read through them first and sometimes edit them (just a little - for instance, by adding a citation to a court rule that is mentioned but not cited). This time, I took a different approach to the minutes, since both judges were quoted as being somewhat critical of our two professional supervision agencies, I felt it would be best for the judges to approve of their comments before I sent them out. Both Judge Schaller and Judge Hirsch responded (I actually sent it to

the three commissioners who were also in attendance, but they didn't say anything). Judge Hirsch added a lot of context to one of her other announcements (the possibility of getting a grant to help us with the issue of supervised visits). Overall I think it was a positive experience and both judges were thankful for the chance to review the minutes. In hindsight, I probably should have been doing this all along, and I will make it my practice to do it in the future. Tomorrow is our annual holiday potluck, which is technically also the December meeting, but we don't do much of a formal meeting. Last year, the judges took a few minutes to present certificates to certain lawyers who work for reduced rates to help the court - pro tem's, dependency child rep attorneys, etc. Meredith is an all-start in this department, putting in countless hours representing youth in dependencies, and indigent folks in other cases. I have been told that the judges would also like to make a presentation this year. As always, the GAL's have been invited, and they are foregoing their December meeting. I plan on serving one more year as chairperson of the family law section, then will hand the reigns over to Meredith in 2018.

- 8.2 Pro Bono (Terry Church) –TCVLS has their last Board meeting of the year next week and will start on strategic planning for 2018.
- 8.3 Young Lawyers (Jen Doehne) - In November the YL group had its monthly meeting and trivia events. We also did an escape room for our event. In December, we had the monthly meeting and *probably* a trivia event. We won't be doing an extra event due to the holidays and busy schedules. Starting in January, I've been talking with members about having a monthly chit chat with judges and other more experienced attorneys. I've spoken with Commissioner Zinn, who agreed to be our guinea pig in January. Since the goal is a chit chat, I won't be seeking CLE credits at this time because I will not be requesting an agenda from the chat leaders.
- 8.4 Criminal Law (Larry Jefferson & Wayne Graham) -: I plan on scheduling the next meeting for the Criminal Law Section for Thursday, January 18th, 2017 at Noon. The meeting will be held at the main campus of Thurston County Superior Court. The purpose of the meeting will be to discuss new court procedures. These procedures include the Court new continuance policy, criminal case processing guidelines and the new Consolidated Omnibus Order. Superior Court has criminal management meetings every Wednesday morning at 8:15 am. Paul Strophy attends the meetings and provides valuable input. I think he should be commended for his efforts. I would also like to commend Judge Wilson and Judge Price for their efforts on behalf of criminal law practitioners. They have been very responsive to counsel's concerns and readily take suggestions to the board of governors to change procedures. I appreciate their flexibility.
- 8.5 Real Estate, Land Use, and Environmental Law (Ann Harrie) – I do not have anything new to report but I am looking for CLE ideas so please spread the word. I went to a really good CLE in Seattle yesterday on real estate trends, including the Hirst decision and the GMA. Very interesting stuff!

9. **Additions to agenda**

- 9.1 March 8, 2018 WSBA Board of Governors meeting – Heather shared the Local Hero Award will be presented at the March 8, 2018 WSBA Board of Governors lunch meeting at Hotel RL. Heather will email the Local Hero Nomination form to the members and include it in the January Legal Brief.
- 9.2 Jackson Maynard apologized for not being able to attend the Board Retreat in November. Jackson asked if Facebook has ever been discussed to provide information to the TCBA members. Jackson will look into it and present this at the next meeting.
- 9.3 Patrick suggested Outlook blasts for events instead of an email. Jackson (Chair) and Patrick have volunteered to be on the social media committee.

10. **Announcements**

11. **Date/location of next meeting:** January 10, 2018 at Bill Pope's office
12. **Adjourn** 6:56pm