

**LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE  
MINUTES FROM JULY 12, 2022, MEETING**

**Present:** Andrew Priebe, Heidi Whitaker, Rebekah Berry-Chaney, Dan St. John, Jennifer Rice, Claire Havelda, Renee Doak, Jordan Wiswell, Cody Knebel, Rachel Michael, and Fred Long.

**Call to Order:**

President Rebekah Berry-Chaney called the meeting to order at 7:04 a.m.

**Budget:** Executive Board continues the discussion of the 2022-2023 fiscal year budget, which was not completed at the July 1, 2022 Budget Retreat Meeting. President Rebekah Berry-Chaney provided an updated budget as partially completed at the July 1, 2022 Budget Retreat Meeting. The Executive Committee addressed each remaining income line item as well as each expense line item and came to a consensus on the amount to budget for each line item for the upcoming fiscal year. Particular items discussed include, but are not limited to, pro-bono expenses (payroll) and the LCBA's contribution to the Greater Colorado Internship Fund. Based on the discussion, Rebekah Berry-Chaney moves to approve the budget, Heidi Whitaker seconds. The Executive Committee approved the final proposed budget, despite the deficit. Because of the deficit, the Executive Board will take efforts to increase membership in, and visibility of, the LCBA and check to see why dues income has so drastically decreased (Dan St. John will review membership statistics versus prior years to analyze the decreased membership). The LCBA will also request more funds from the COLTAF grant as well.

**New Business:**

- **Amendment of Bylaws:**
  - Next Executive Board meeting will largely focus on the amendments to the Bylaws. Executive committee should strive to submit proposed Bylaws changes to membership by the beginning of August, so that they can be voted on at Fall Term Day, September 9, 2022.
- **Access to Justice/Pro Bono Program:**
  - Cody Knebel reports. Cody and Magistrate Majoros will make a plan for employment performance review (objective review). Next year Cody will look into requesting more funds from the COLTAF grant.

**Minutes:** President Rebekah Berry-Chaney moves to approve June 2022 minutes, Dan St. John and Jordan Wiswell second; June 2022 minutes approved. President Rebekah Berry-Chaney moves to approve the minutes from the July 1, 2022 Budget Retreat Meeting, Dan St. John and Heidi Whitaker second; July 1, 2022 Budget Retreat Minutes are approved.

**Adjournment:** Rebekah Berry-Chaney adjourns meeting at 8:06 am.

**Next Larimer County Bar Association Executive Committee Meeting:** Next meeting August 9, 2022, via Zoom.

Andrew S. Priebe  
Secretary

LARIMER COUNTY BAR ASSOCIATION

FINANCIAL STATEMENTS

July 31, 2022

Larimer County Bar Association  
Bank Account Balances  
July 31, 2022

Regular Checking Account #1383167	\$	109,990.87	
Legal Aid Checking Account #1383159	\$	5,920.53	
Available Funds	\$	<u>115,911.40</u>	

CD/Premium Investment Accounts:

Independent Financial #8047030	\$	71,038.56	
Independent Financial #3002258 04/02/23	\$	11,572.75	
Independent Financial #805038 10/10/22	\$	28,537.70	
	\$	<u>111,149.01</u>	\$ 111,149.01
			<u><u>\$ 227,060.41</u></u>

Larimer County Bar Association  
**Statement of Activities**  
 July 2022

	<u>Jul 22</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Ethics Seminar	75.00
Fall Term Day Income	
Golf	649.00
<b>Total Fall Term Day Income</b>	649.00
Interest Income	0.95
Lawyers and Littles Event	60.00
<b>Total Income</b>	784.95
<b>Gross Profit</b>	784.95
<b>Expense</b>	
*Payroll Expenses	227.24
Access to Justice	
Committee Lunches	235.84
Internet Access Courthouse	150.59
<b>Total Access to Justice</b>	386.43
CLE & Other Seminars	50.00
Computer Software	20.00
Fall Term Day Expenses	
Dinner	1,669.00
<b>Total Fall Term Day Expenses</b>	1,669.00
Lawyers and Littles Expenses	171.00
Mileage Reimbursement	52.38
Office Supplies/Postage/Copies	11.60
Payment Processing Fees	23.20
Payroll Expenses	
Salaries & Wages	517.00
<b>Total Payroll Expenses</b>	517.00
Payroll Services - Operating	32.00
Pro Bono	
Cell Phone	18.72
Payroll	
Salaries & Wages	2,960.38
<b>Total Payroll</b>	2,960.38
Pro Bono - Internet	15.00
Worker's Compensation	206.00
<b>Total Pro Bono</b>	3,200.10
Website Expenses	1,220.00
<b>Total Expense</b>	7,579.95
<b>Net Ordinary Income</b>	-6,795.00
<b>Net Income</b>	<u><u>-6,795.00</u></u>

Larimer County Bar Association  
**Statement of Financial Position**  
 As of July 31, 2022

	<u>Jul 31, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>Certificates of Deposit</b>	
Independent Bank 3002258	11,571.77
Independent Bank 805038	28,530.66
<b>Total Certificates of Deposit</b>	<u>40,102.43</u>
<b>Independent Bank Checking</b>	
Operating Account 3167	107,914.24
Premium Investment 8047030	71,032.33
Pro Bono Account 3159	3,948.72
<b>Total Independent Bank Checking</b>	<u>182,895.29</u>
<b>Total Checking/Savings</b>	<u>222,997.72</u>
<b>Other Current Assets</b>	
<b>Other Current Assets</b>	
Artwork	1,475.00
<b>Total Other Current Assets</b>	<u>1,475.00</u>
<b>Total Other Current Assets</b>	<u>1,475.00</u>
<b>Total Current Assets</b>	<u>224,472.72</u>
<b>TOTAL ASSETS</b>	<u><u>224,472.72</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Payroll Liabilities	809.28
<b>Total Other Current Liabilities</b>	<u>809.28</u>
<b>Total Current Liabilities</b>	<u>809.28</u>
<b>Total Liabilities</b>	<u>809.28</u>
<b>Equity</b>	
Opening Balance Equity	228,995.31
Retained Earnings	1,466.82
Net Income	-6,798.69
<b>Total Equity</b>	<u>223,663.44</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>224,472.72</u></u>

Larimer County Bar Association  
**Statement of Activities**  
 July 2021 through June 2022

	<u>Jul '21 - Jun 22</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Classified Ads	625.00
CLE Other Seminars	380.00
COLTAF - Pro Bono Grant	12,500.00
Dues Income	40,925.00
Ethics Seminar	8,885.00
Fall Term Day Income	
Golf	1,210.00
<b>Total Fall Term Day Income</b>	<u>1,210.00</u>
Interest Income	238.22
Spring Term Day Income	
Bowling	579.15
Lunch	1,447.51
<b>Total Spring Term Day Income</b>	<u>2,026.66</u>
<b>Total Income</b>	<u>66,789.88</u>
<b>Gross Profit</b>	66,789.88
<b>Expense</b>	
Access to Justice	
Family Law Day	273.58
Internet Access Courthouse	1,792.64
Legal Resource Day	225.00
<b>Total Access to Justice</b>	<u>2,291.22</u>
Accounting Expense & Quickbooks	1,090.42
Bank Service Charges	-0.77
Bench/Bar Luncheons	374.01
CLE & Other Seminars	350.00
Computer Software	30.00
Directors & Officers Liability	1,807.00
Donations	
Scholarship Donation	6,121.06
<b>Total Donations</b>	<u>6,121.06</u>
Ethics Seminar Expense	2,763.94
Fall Term Day Expenses	
Dinner	6,127.75
Golf	1,310.00
Other	153.13
<b>Total Fall Term Day Expenses</b>	<u>7,590.88</u>
Gifts, Memoriams	904.20
Law Day Expenses	15.90
Lawyers and Littles Expenses	462.50
Mileage Reimbursement	171.69
Mock Trial Regional Competition	
Competition Expenses	500.00
<b>Total Mock Trial Regional Competition</b>	<u>500.00</u>
National Adoption Day expenses	200.00
Office Supplies/Postage/Copies	342.42
Payment Processing Fees	6.28
Payroll Expenses	
Employer SS & Medicare	158.16
FUTA	12.40
Salaries & Wages	1,540.44
SUTA	16.13

Larimer County Bar Association  
**Statement of Activities**  
July 2021 through June 2022

	<u>Jul '21 - Jun 22</u>
Total Payroll Expenses	1,727.13
Payroll Services - Operating	96.00
Pro Bono	
Brochures, Supplies	97.92
Cell Phone	223.70
Malpractice, Liability	2,788.00
Payroll	
Employer SS & Medicare	2,094.81
FUTA	43.77
Salaries & Wages	27,383.13
SUTA	154.19
Total Payroll	29,675.90
Payroll Services	324.00
Pro Bono - Internet	180.00
Worker's Compensation	170.00
Total Pro Bono	33,459.52
Retreat Meeting	101.63
Spring Term Day Expenses	
Bowling	863.01
Lunch	2,660.09
Total Spring Term Day Expenses	3,523.10
State Filing Fee	10.00
Voided Check	0.00
Website Expenses	901.54
Young Lawyers Expenses	364.10
Zoom License	154.25
Total Expense	65,358.02
Net Ordinary Income	1,431.86
Other Income/Expense	
Other Expense	
Other Expense	42.25
Total Other Expense	42.25
Net Other Income	-42.25
Net Income	<u><u>1,389.61</u></u>

Larimer County Bar Association  
**Statement of Financial Position**  
 As of June 30, 2022

	<u>Jun 30, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>Certificates of Deposit</b>	
Independent Bank 3002258	11,570.82
Independent Bank 805038	28,530.66
<b>Total Certificates of Deposit</b>	<u>40,101.48</u>
<b>Independent Bank Checking</b>	
Operating Account 3167	112,025.31
Premium Investment 8047030	71,032.33
Pro Bono Account 3159	6,658.77
<b>Total Independent Bank Checking</b>	<u>189,716.41</u>
<b>Total Checking/Savings</b>	<u>229,817.89</u>
<b>Other Current Assets</b>	
<b>Other Current Assets</b>	
Artwork	1,475.00
<b>Total Other Current Assets</b>	<u>1,475.00</u>
<b>Total Other Current Assets</b>	<u>1,475.00</u>
<b>Total Current Assets</b>	<u>231,292.89</u>
<b>TOTAL ASSETS</b>	<b><u>231,292.89</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
<b>Payroll Liabilities - Operating</b>	
941 Tax Payable-Employer	40.31
F TA Payable	12.40
S TA Payable	16.13
<b>Total Payroll Liabilities - Operating</b>	<u>68.84</u>
<b>Payroll Liabilities - Pro Bono</b>	
941 Tax Payable-Employee	420.30
941 Tax Payable-Employer	187.22
Colorado Tax Payable	96.00
F TA Tax Payable	2.52
S TA Payable	55.88
<b>Total Payroll Liabilities - Pro Bono</b>	<u>761.92</u>
<b>Total Other Current Liabilities</b>	<u>830.76</u>
<b>Total Current Liabilities</b>	<u>830.76</u>
<b>Total Liabilities</b>	<u>830.76</u>
<b>Equity</b>	
Opening Balance Equity	228,995.31
Retained Earnings	77.21
Net Income	1,389.61
<b>Total Equity</b>	<u>230,462.13</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>231,292.89</u></b>