

**LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE
MINUTES FROM THE FEBRUARY 9, 2021 MEETING
HELD VIA ZOOM**

IN ATTENDANCE:

Committee Members: Arthur Spicciati, Kara Clark, Rebekah Berry-Chaney, Heidi Whitaker, Renee Doak, Claire Havelda, Cody Knebel, Rikke Liska, Fred Long.

Others Present: None

CALL TO ORDER: President Arthur Spicciati called the meeting to order at approximately 7:22 a.m.

APPROVAL OF MINUTES: The minutes from the Fall Term Day (September 11, 2020), and the November 10, 2020 and January 12, 2021 Executive Committee meetings were reviewed. Mr. Spicciati moved to approve; Rebekah Berry-Chaney seconded the motion. The minutes were approved unanimously.

TREASURER'S REPORT: Rebekah Berry-Chaney reported that more dues income has been received in this fiscal year than anticipated, and that expenditures continue to be low. Mock trial team expenditures so far have only been \$250 in dues for competition. Budget includes \$1,000 for competitions and \$500 for mock trial team reimbursement. The mock trial teams or local competitions may need more funding as the state funding has been diverted to software for the competitions. There may be a higher than anticipated surplus at end of year. There was discussion that if there is a higher surplus, the Executive Committee may want to consider a donation to the Stephen Roy Scholarship fund.

PRO BONO PROGRAM REPORT: Ms. Berry-Chaney has helped Cindy start learning zoom. They have done some test sessions. Zoom credentials were shared with Ian McCarger for the Resource Center to use for Ask a Lawyer sessions. On-line classes will be starting soon. Information on class schedules and sign up will be sent to Lisa Ritter for inclusion on the Access to Justice lists and resource lists. The Pro Bono program is looking for a new co-chair. Ms. Berry-Chaney will continue to assist. It appears that Cindy is back to almost a normal work schedule.

CLE REPORT: Renee Doak reported on upcoming CLE courses including "Intersection of Domestic Relations and Bankruptcy Law" on February 19th over the noon hour (rsvp to Levi Brooks, the presenter, for zoom link), LCBA and LCWBA will be co-presenting "Human Trafficking 101" on March 11th over the noon hour (Mosaics Project organizing and presenting, rsvp to Mosaics), "2020 Criminal and Civil Law Update" over the noon hour (Sara Steiben and Rachel Michael presenters). Ms. Doak and Jennie Lopez will be liaisons for the Colorado Hispanic Bar Association. Their goal is to encourage active participation. The Hispanic Bar Association will be sponsoring activities.

YOUNG LAWYER DIVISION REPORT: Fred Long reported they heard back from CU's career program regarding the Grab a Coffee program. Both Wyoming and CU are lined up for the

program. Meeting with YLD board on Thursday this week to brainstorm ideas for law day. Elections are coming up.

WOMEN'S BAR REPORT: Claire Havelda referred to the CLE update from Ms. Doak. LCWBA is working to schedule a virtual coffee as an informal check in with the members. Elections in July to line up with Colorado Women's Bar calendar.

FAMILY LAW BAR REPORT: Brooke Alexander not present

ACCESS TO JUSTICE REPORT: Ms. Berry-Chaney reported that the first meeting of 2021 was held at the end of January. People are finding multiple ways to serve, for example phone banking, web site, and live classes on the web site. ATJ is looking for plans for a spring family law day. Ms. Havelda reported the city of Fort Collins has been working on an immigration defense fund. A work session is expected soon. ODR is excited about doing landlord tenant relief mediations and are asking for mediation to be included in the standard CMO for landlord tenant matters.

BOARD OF GOVERNORS REPORT: Jennifer Rice was not present but emailed Mr. Spicciati that there was nothing to report.

SPRING TERM DAY: Spring Term Day will be a hybrid webex and live presentation starting at 9:30 a.m. with about an hour or so for business meeting, then resume with CLE with the CBA President presentation.

NEW BUSINESS:

- Mr. Spicciati reminded that a new board member for Secretary is needed. He has reached out to some folks and solicited other suggestions also.
- Kara Clarke thanked Mr. Spicciati for his leadership in this very strange year. The rest of the Executive Committee echoes the appreciation.

ADJOURNMENT: Mr. Spicciati adjourned the meeting at 7:48 a.m.

NEXT LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE MEETING: The next executive committee meeting will be held in April with the new Board. Term day is March 5, 2021.

Respectfully Submitted,



Heidi S. Whitaker, Esq.
LCBA Secretary

LARIMER COUNTY BAR ASSOCIATION

FINANCIAL STATEMENTS

January 31, 2021

Larimer County Bar Association
Balance Sheet
As of January 31, 2021

	Jan 31, 21
ASSETS	
Current Assets	
Checking/Savings	
Certificates of Deposit	
CD Home State #3002258 4/2	11,520.02
CD Home State #805038 10/10	28,409.93
Total Certificates of Deposit	39,929.95
Checking Accounts	
Home State Prem. Inv. 8047030	70,808.06
Legal Aid Account	6,548.47
Operating Account	122,187.55
Total Checking Accounts	199,544.08
Total Checking/Savings	239,474.03
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	240,949.03
TOTAL ASSETS	240,949.03
LIABILITIES & EQUITY	
Equity	
30000 - Opening Balance Equity	207,458.97
Net Income	33,490.06
Total Equity	240,949.03
TOTAL LIABILITIES & EQUITY	240,949.03

8:57 AM
02/06/21
Cash Basis

Larimer County Bar Association
Profit & Loss
January 2021

	Jan 21
Income	
4200 · Dues Income	75.00
4450 · Interest Income	28.08
4500 · Ads - Messenger	100.00
Total Income	203.08
Expense	
5150 · Mock Trial Regional Competition	
5152 · Mock Trial Team Reimbursement	250.00
Total 5150 · Mock Trial Regional Competition	250.00
5200 · Access to Justice	
5210 · Internet access courthouse	146.72
Total 5200 · Access to Justice	146.72
5300 · Office Supplies, Postage, Copies	118.00
5550 · Retreat Meeting	75.74
5800 · Pro Bono	
5810 · Pro Bono - Wages	2,305.50
5830 · Pro Bono - Payroll Tax	208.18
5840 · Pro Bono - Payroll Services	36.00
5850 · Pro Bono - Cell Phone	18.68
5870 · Pro Bono - Internet	15.00
Total 5800 · Pro Bono	2,583.36
Total Expense	3,173.82
Net Income	-2,970.74

Larimer County Bar Association
Profit & Loss
July 2020 through January 2021

	<u>Jul '20 - Jan 21</u>
Income	
4200 · Dues Income	42,240.00
4210 · COLTAF - Pro Bono Grant	12,500.00
4300 · Fall Term Day Income	
4310 · Golf	863.00
Total 4300 · Fall Term Day Income	<u>863.00</u>
4450 · Interest Income	216.27
4500 · Ads - Messenger	375.00
Total Income	<u>56,194.27</u>
Expense	
5070 · Miscellaneous	10.00
5150 · Mock Trial Regional Competition	
5152 · Mock Trial Team Reimbursement	250.00
Total 5150 · Mock Trial Regional Competition	<u>250.00</u>
5200 · Access to Justice	
5210 · Internet access courthouse	1,023.87
Total 5200 · Access to Justice	<u>1,023.87</u>
5300 · Office Supplies, Postage,Copies	118.00
5450 · CLE - Other Seminars	25.00
5550 · Retreat Meeting	175.74
5610 · Web Site Expenses	96.00
5640 · Directors & Officers Liability	1,711.00
5650 · Accounting Expense	625.00
5800 · Pro Bono	
5810 · Pro Bono - Wages	15,522.38
5830 · Pro Bono - Payroll Tax	1,224.72
5840 · Pro Bono - Payroll Services	228.00
5850 · Pro Bono - Cell Phone	132.67
5860 · Pro Bono - Brochures, Supplies	273.83
5870 · Pro Bono - Internet	105.00
5880 · Worker's Compensation Insurance	240.00
Total 5800 · Pro Bono	<u>17,726.60</u>
5900 · Fall Term Day Expenses	
5910 · Fall Term Day - Golf	943.00
Total 5900 · Fall Term Day Expenses	<u>943.00</u>
Total Expense	<u>22,704.21</u>
Net Income	<u><u>33,490.06</u></u>

Larimer County Bar Association Profit & Loss Budget vs. Actual January 2021

	Jan 21	Budget	\$ Over Budget	% of Budget
Income				
4150 · Ethics Seminar	0.00	0.00	0.00	0.0%
4160 · CLE Other Seminars	0.00	0.00	0.00	0.0%
4200 · Dues Income	75.00	200.00	-125.00	37.5%
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%
Total 4300 · Fall Term Day Income	0.00	0.00	0.00	0.0%
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%
Total 4400 · Spring Term Day Income	0.00	0.00	0.00	0.0%
4450 · Interest Income	28.08	29.00	-0.92	96.8%
4500 · Ads - Messenger	100.00	125.00	-25.00	80.0%
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%
Total Income	203.08	354.00	-150.92	57.4%
Expense				
5050 · Donations				
5051 · Donations - Other	0.00	0.00	0.00	0.0%
5100 · Senior Law Day Donation	0.00	0.00	0.00	0.0%
5400 · Scholarship Donation	0.00	0.00	0.00	0.0%
Total 5050 · Donations	0.00	0.00	0.00	0.0%
5060 · Awards	0.00	0.00	0.00	0.0%
5070 · Miscellaneous	0.00	50.00	-50.00	0.0%
5080 · Advertising Expense	0.00	0.00	0.00	0.0%
5090 · Bench/Bar Luncheons	0.00	0.00	0.00	0.0%
5150 · Mock Trial Regional Competition				
5151 · Regional Competition costs	0.00	1,000.00	-1,000.00	0.0%
5152 · Mock Trial Team Reimbursement	250.00	500.00	-250.00	50.0%
Total 5150 · Mock Trial Regional Competition	250.00	1,500.00	-1,250.00	16.7%
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 January 2021

	Jan 21	Budget	\$ Over Budget	% of Budget
5200 · Access to Justice				
5210 · Internet access courthouse	146.72	159.00	-12.28	92.3%
5220 · Courthouse printer supplies	0.00	100.00	-100.00	0.0%
5230 · Committee Lunches	0.00	100.00	-100.00	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%
Total 5200 · Access to Justice	146.72	359.00	-212.28	40.9%
5250 · Bank Service Charges				
5300 · Office Supplies, Postage, Copies	0.00	4.00	-4.00	0.0%
5350 · Ethics Seminar Expense	118.00	106.00	12.00	111.3%
5450 · CLE - Other Seminars	0.00	0.00	0.00	0.0%
5500 · Messenger	0.00	35.00	-35.00	0.0%
5540 · National Adoption Day expenses	0.00	0.00	0.00	0.0%
5550 · Retreat Meeting	75.74	0.00	75.74	100.0%
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	25.00	-25.00	0.0%
5572 · Veteran's Assist. Advertising	0.00	50.00	-50.00	0.0%
Total 5570 · Veterans Assistance Clinic	0.00	75.00	-75.00	0.0%
5600 · Gifts, Memoriams				
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	2,305.50	2,250.00	55.50	102.5%
5820 · Pro Bono - Malpractice, Liabili	0.00	0.00	0.00	0.0%
5830 · Pro Bono - Payroll Tax	208.18	193.00	15.18	107.9%
5840 · Pro Bono - Payroll Services	36.00	34.00	2.00	105.9%
5850 · Pro Bono - Cell Phone	18.68	20.83	-2.15	89.7%
5860 · Pro Bono - Brochures, Supplies	0.00	25.00	-25.00	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%
Total 5800 · Pro Bono	2,583.36	2,550.33	33.03	101.3%
5900 · Fall Term Day Expenses				
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%
Total 5900 · Fall Term Day Expenses	0.00	0.00	0.00	0.0%

**Larimer County Bar Association
Profit & Loss Budget vs. Actual
January 2021**

	Jan 21	Budget	\$ Over Budget	% of Budget
6000 · Spring Term Day Expenses				
6010 · Spring Term Day - Lunch	0.00	500.00	-500.00	0.0%
6020 · Spring Term Day - Bowling	0.00	0.00	0.00	0.0%
6030 · Spring Term Day - other	0.00	0.00	0.00	0.0%
Total 6000 · Spring Term Day Expenses	0.00	500.00	-500.00	0.0%
Total Expense	3,173.82	6,179.33	-3,005.51	51.4%
Net Income	-2,970.74	-5,825.33	2,854.59	51.0%

Larimer County Bar Association
Profit & Loss Budget vs. Actual
July 2020 through January 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
Income				
4150 · Ethics Seminar	0.00	0.00	0.00	0.0%
4160 · CLE Other Seminars	0.00	0.00	0.00	0.0%
4200 · Dues Income	42,240.00	37,940.00	4,300.00	111.3%
4210 · COLTAF - Pro Bono Grant	12,500.00	9,500.00	3,000.00	131.6%
4300 · Fall Term Day Income				
4310 · Golf	863.00	1,500.00	-637.00	57.5%
4320 · Term Day Dinner	0.00	0.00	0.00	0.0%
Total 4300 · Fall Term Day Income	863.00	1,500.00	-637.00	57.5%
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%
Total 4400 · Spring Term Day Income	0.00	0.00	0.00	0.0%
4450 · Interest Income	216.27	205.00	11.27	105.5%
4500 · Ads - Messenger	375.00	475.00	-100.00	78.9%
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%
Total Income	56,194.27	49,620.00	6,574.27	113.2%
Expense				
5050 · Donations				
5051 · Donations - Other	0.00	0.00	0.00	0.0%
5100 · Senior Law Day Donation	0.00	0.00	0.00	0.0%
5400 · Scholarship Donation	0.00	0.00	0.00	0.0%
Total 5050 · Donations	0.00	0.00	0.00	0.0%
5060 · Awards	0.00	0.00	0.00	0.0%
5070 · Miscellaneous	10.00	370.00	-360.00	2.7%
5080 · Advertising Expense	0.00	0.00	0.00	0.0%
5090 · Bench/Bar Luncheons	0.00	550.00	-550.00	0.0%
5150 · Mock Trial Regional Competition				
5151 · Regional Competition costs	0.00	1,000.00	-1,000.00	0.0%
5152 · Mock Trial Team Reimbursement	250.00	500.00	-250.00	50.0%
Total 5150 · Mock Trial Regional Competition	250.00	1,500.00	-1,250.00	16.7%
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 2020 through January 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
5200 - Access to Justice				
5210 - Internet access courthouse	1,023.87	1,110.00	-86.13	92.2%
5220 - Courthouse printer supplies	0.00	700.00	-700.00	0.0%
5230 - Committee Lunches	0.00	200.00	-200.00	0.0%
5240 - Legal Resource Day	0.00	200.00	-200.00	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%
Total 5200 - Access to Justice	1,023.87	2,210.00	-1,186.13	46.3%
5250 - Bank Service Charges	0.00	110.00	-110.00	0.0%
5300 - Office Supplies, Postage,Copies	118.00	141.00	-23.00	83.7%
5350 - Ethics Seminar Expense	0.00	0.00	0.00	0.0%
5450 - CLE - Other Seminars	25.00	225.00	-200.00	11.1%
5500 - Messenger	0.00	0.00	0.00	0.0%
5540 - National Adoption Day expenses	0.00	1,000.00	-1,000.00	0.0%
5550 - Retreat Meeting	175.74	200.00	-24.26	87.9%
5560 - President's Dinner	0.00	0.00	0.00	0.0%
5570 - Veterans Assistance Clinic				
5571 - Veteran's Assistance Lunch	0.00	75.00	-75.00	0.0%
5572 - Veteran's Assist. Advertising	0.00	150.00	-150.00	0.0%
Total 5570 - Veterans Assistance Clinic	0.00	225.00	-225.00	0.0%
5600 - Gifts, Memoriams	0.00	100.00	-100.00	0.0%
5610 - Web Site Expenses	96.00	120.00	-24.00	80.0%
5640 - Directors & Officers Liability	1,711.00	1,700.00	11.00	100.6%
5650 - Accounting Expense	625.00	620.00	5.00	100.8%
5800 - Pro Bono				
5810 - Pro Bono - Wages	15,522.38	15,750.00	-227.62	98.6%
5820 - Pro Bono - Malpractice, Liabili	0.00	0.00	0.00	0.0%
5830 - Pro Bono - Payroll Tax	1,224.72	1,345.00	-120.28	91.1%
5840 - Pro Bono - Payroll Services	228.00	234.00	-6.00	97.4%
5850 - Pro Bono - Cell Phone	132.67	145.85	-13.18	91.0%
5860 - Pro Bono - Brochures, Supplies	273.83	175.00	98.83	156.5%
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	240.00	250.00	-10.00	96.0%
5890 - Pro Bono - Other	0.00	0.00	0.00	0.0%
Total 5800 - Pro Bono	17,726.60	18,092.35	-365.75	98.0%
5900 - Fall Term Day Expenses				
5910 - Fall Term Day - Golf	943.00	1,500.00	-557.00	62.9%
5920 - Fall Term Day - Dinner	0.00	0.00	0.00	0.0%
5990 - Fall Term Day Exp - other	0.00	200.00	-200.00	0.0%
Total 5900 - Fall Term Day Expenses	943.00	1,700.00	-757.00	55.5%

Larimer County Bar Association
Profit & Loss Budget vs. Actual
 July 2020 through January 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
6000 · Spring Term Day Expenses				
6010 · Spring Term Day - Lunch	0.00	500.00	-500.00	0.0%
6020 · Spring Term Day - Bowling	0.00	0.00	0.00	0.0%
6030 · Spring Term Day - other	0.00	0.00	0.00	0.0%
Total 6000 · Spring Term Day Expenses	0.00	500.00	-500.00	0.0%
Total Expense	22,704.21	30,363.35	-7,659.14	74.8%
Net Income	33,490.06	19,256.65	14,233.41	173.9%