

**LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE  
MINUTES FROM THE JULY 8, 2014 MEETING HELD AT CAFÉ BLUEBIRD**

**ATTENDING:** Jennifer Stewart, Laurie Stirman, Cristin Berkhausen, Cathy Vlasak, Pete Dauster, Erin Redmond Claeys, Misty Bordeaux, Renee Doak, and Lindsay Steele-Idem.

**CALL TO ORDER:** President J. Stewart called the meeting to order at 8:05 a.m.

**APPROVAL OF MINUTES:** P. Dauster moved to approve the Minutes from the May 13, 2014 meeting and the Budget Retreat held on June 13, 2014. C. Berkhausen seconded the motion, which was approved unanimously by the committee.

**TREASURER'S REPORT:** P. Dauster presented the final budget numbers for 2013-2014, which reflected a net income figure of \$10,343.45, as well as the June financial report, which reflected a net income figure of \$174.20. L. Stirman moved to approve the Treasurer's Report, which was seconded by M. Bordeaux and approved unanimously by the committee.

**PRO BONO PROGRAM:** J. Stewart delivered the Pro Bono Program report on behalf of C. Banninga. J. Stewart and C. Banninga met with the Pro Bono Coordinator and discussed new policies for tracking hours worked, handling intakes in the absence of an attorney, and income criteria for attending classes. The Pro Bono Committee will meet the first Monday of each month beginning August 4, 2014, location TBD.

**YOUNG LAWYERS DIVISION:** E. Redmond Claeys discussed Law Day, scheduled for August 22, 2014, and her efforts to secure a location and finalize other event details. The YLD Website Committee has received six proposals for the LCBA website, which J. Stewart has asked to be completed by this fall's Term Day. J. Stewart moved to grant YLD \$5,000.00 to be used in its discretion to realize this objective, which was seconded by C. Berkhausen and approved unanimously by the Committee.

**WOMEN'S BAR:** C. Berkhausen announced that the LCWBA Summer Social will be held on August 26, 2015 from 4:30-6:30 pm at the home of member Diane Lathrop.

**ACCESS TO JUSTICE:** No report.

**CLE:** R. Doak announced the next Brown Bag CLE on Digital Information scheduled for noon on July 22, 2014 in the Jury Room, which has been approved for CLE credits. R. Doak also discussed the new process for submitting Affidavits online and a CLE on Civil Unions tentatively scheduled for the late fall.

**PAST PRESIDENTS' DINNER:** J. Stewart reminded the committee that spouses are invited for the event scheduled for July 25, 2014 at 6:00 pm at her parents' home on Warren Lake. P. Dauster unsuccessfully attempted to issue his RSVP orally during the course of this discussion.

**FALL TERM DAY:** J. Stewart announced that this year's venue would be Collingdale Golf Course and C.B. Potts.

**ADJOURNMENT:** The meeting was adjourned by J. Stewart at 7:50 am.

**NEXT LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE MEETING:** The next meeting will be held on August 12, 2014 at 7:00 a.m. at Café Bluebird.

Respectfully submitted,

Lindsay A. Steele-Idem, LCBA Secretary

LARIMER COUNTY BAR ASSOCIATION

FINANCIAL STATEMENTS

June 30, 2014

Year-End Report

Larimer County Bar Association  
**Balance Sheet**  
As of June 30, 2014

	Jun 30, 14
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Certificates of Deposit	
CD Home State #3002258 4/2	11,192.22
CD Home State #805038 10/10	27,664.25
Total Certificates of Deposit	38,856.47
Checking Accounts	
Home State Prem. Inv. 8047030	20,010.28
Legal Aid Account	4,278.32
Operating Account	67,670.69
Total Checking Accounts	91,959.29
Total Checking/Savings	130,815.76
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	132,290.76
<b>TOTAL ASSETS</b>	<b>132,290.76</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
30000 - Opening Balance Equity	121,947.31
Net Income	10,343.45
Total Equity	132,290.76
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>132,290.76</b>

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07/03/14  
Cash Basis

Larimer County Bar Association  
Profit & Loss  
June 2014

	Jun 14
Income	
4200 · Dues Income	6,300.00
4450 · Interest Income	12.50
4500 · Ads - Messenger	50.00
Total Income	6,362.50
Expense	
5050 · Donations	
5100 · Senior Law Day Donation	1,500.00
Total 5050 · Donations	1,500.00
5200 · Access to Justice	
5210 · Internet access courthouse	110.16
Total 5200 · Access to Justice	110.16
5450 · CLE - Other Seminars	35.00
5550 · Retreat Meeting	81.00
5800 · Pro Bono	
5810 · Pro Bono - Wages	2,095.50
5820 · Pro Bono - Malpractice Ins.	2,125.92
5830 · Pro Bono - Payroll Tax	160.31
5840 · Pro Bono - Payroll Services	32.00
5850 · Pro Bono - Cell Phone	33.41
5870 · Pro Bono - Internet	15.00
Total 5800 · Pro Bono	4,462.14
Total Expense	6,188.30
Net Income	174.20

Larimer County Bar Association  
Profit & Loss  
July 2013 through June 2014

	Jul '13 - Jun 14
<b>Income</b>	
4150 · Ethics Seminar	8,470.00
4200 · Dues Income	50,670.00
4210 · COLTAF - Pro Bono Grant	5,170.00
4300 · Fall Term Day Income	
4310 · Golf	2,164.00
4320 · Term Day Dinner	1,140.00
Total 4300 · Fall Term Day Income	3,304.00
4400 · Spring Term Day Income	
4410 · Spring Term Day Bowling	660.00
4420 · Spring Term Day Lunch	1,001.00
Total 4400 · Spring Term Day Income	1,661.00
4450 · Interest Income	151.60
4500 · Ads - Messenger	400.00
4700 · National Adoption Day	100.00
Total Income	69,926.60
<b>Expense</b>	
5050 · Donations	
5051 · Donations - Other	300.00
5100 · Senior Law Day Donation	2,500.00
5400 · Scholarship Donation	6,581.92
Total 5050 · Donations	9,381.92
5060 · Awards	79.13
5070 · Miscellaneous	20.00
5090 · Bench/Bar Luncheons	292.62
5150 · Mock Trial Regional Competition	
5151 · Regional Competition costs	328.18
5152 · Mock Trial Team Reimbursement	600.00
Total 5150 · Mock Trial Regional Competition	928.18
5200 · Access to Justice	
5210 · Internet access courthouse	1,314.75
5220 · Courthouse printer supplies	1,765.29
5230 · Committee Lunches	202.66
Total 5200 · Access to Justice	3,282.70
5300 · Office Supplies, Postage,Copies	86.05
5350 · Ethics Seminar Expense	1,888.08
5450 · CLE - Other Seminars	130.00
5540 · National Adoption Day expenses	653.44
5550 · Retreat Meeting	330.42
5570 · Veterans Assistance Lunch	226.02
5650 · Accounting Expense	500.00
5800 · Pro Bono	
5810 · Pro Bono - Wages	25,179.00
5820 · Pro Bono - Malpractice Ins.	2,125.92
5830 · Pro Bono - Payroll Tax	2,034.30
5840 · Pro Bono - Payroll Services	402.00
5850 · Pro Bono - Cell Phone	405.27
5860 · Pro Bono - Brochures, Supplies	199.05
5870 · Pro Bono - Internet	180.00
5880 · Worker's Compensation Insurance	246.00
Total 5800 · Pro Bono	30,771.54
5900 · Fall Term Day Expenses	
5910 · Fall Term Day - Golf	2,164.59
5920 · Fall Term Day - Dinner	5,758.87
5990 · Fall Term Day Exp - other	171.14
Total 5900 · Fall Term Day Expenses	8,094.60

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Cash Basis

Larimer County Bar Association  
**Profit & Loss**  
July 2013 through June 2014

	Jul '13 - Jun 14
6000 · Spring Term Day Expenses	
6010 · Spring Term Day - Lunch	2,004.51
6020 · Spring Term Day - Bowling	636.50
6030 · Spring Term Day - other	277.44
Total 6000 · Spring Term Day Expenses	2,918.45
Total Expense	59,583.15
Net Income	10,343.45

Larimer County Bar Association  
Profit & Loss Budget vs. Actual  
June 2014

	Jun 14	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
4200 · Dues Income	6,300.00	25.00	6,275.00	25,200.0%
4450 · Interest Income	12.50	10.00	2.50	125.0%
4500 · Ads - Messenger	50.00	25.00	25.00	200.0%
<b>Total Income</b>	<b>6,362.50</b>	<b>60.00</b>	<b>6,302.50</b>	<b>10,604.2%</b>
<b>Expense</b>				
5050 · Donations				
5100 · Senior Law Day Donation	1,500.00			
5400 · Scholarship Donation	0.00	5,500.00	-5,500.00	0.0%
<b>Total 5050 · Donations</b>	<b>1,500.00</b>	<b>5,500.00</b>	<b>-4,000.00</b>	<b>27.3%</b>
5200 · Access to Justice				
5210 · Internet access courthouse	110.16	123.00	-12.84	89.6%
<b>Total 5200 · Access to Justice</b>	<b>110.16</b>	<b>123.00</b>	<b>-12.84</b>	<b>89.6%</b>
5250 · Bank Service Charges	0.00	4.00	-4.00	0.0%
5450 · CLE - Other Seminars	35.00	125.00	-90.00	28.0%
5550 · Retreat Meeting	81.00	140.00	-59.00	57.9%
5800 · Pro Bono				
5810 · Pro Bono - Wages	2,095.50	2,041.00	54.50	102.7%
5820 · Pro Bono - Malpractice Ins.	2,125.92	2,200.00	-74.08	96.6%
5830 · Pro Bono - Payroll Tax	160.31	175.00	-14.69	91.6%
5840 · Pro Bono - Payroll Services	32.00	30.00	2.00	106.7%
5850 · Pro Bono - Cell Phone	33.41	37.50	-4.09	88.1%
5870 · Pro Bono - Internet	15.00	15.00	0.00	100.0%
5890 · Pro Bono - Other	0.00	8.00	-8.00	0.0%
<b>Total 5800 · Pro Bono</b>	<b>4,462.14</b>	<b>4,506.50</b>	<b>-44.36</b>	<b>99.0%</b>
<b>Total Expense</b>	<b>6,188.30</b>	<b>10,398.50</b>	<b>-4,210.20</b>	<b>59.5%</b>
<b>Net Income</b>	<b>174.20</b>	<b>-10,338.50</b>	<b>10,512.70</b>	<b>-1.7%</b>



# Larimer County Bar Association

## Profit & Loss Budget vs. Actual

### July 2013 through June 2014

	Jul '13 - Jun 14	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
4150 · Ethics Seminar	8,470.00	7,500.00	970.00	112.9%
4160 · CLE Other Seminars	0.00	500.00	-500.00	0.0%
4200 · Dues Income	50,670.00	48,000.00	2,670.00	105.6%
4210 · COLTAF - Pro Bono Grant	5,170.00	4,250.00	920.00	121.6%
4300 · Fall Term Day Income				
4310 · Golf	2,164.00	1,500.00	664.00	144.3%
4320 · Term Day Dinner	1,140.00	1,500.00	-360.00	76.0%
<b>Total 4300 · Fall Term Day Income</b>	<b>3,304.00</b>	<b>3,000.00</b>	<b>304.00</b>	<b>110.1%</b>
4400 · Spring Term Day Income				
4410 · Spring Term Day Income	660.00	500.00	160.00	132.0%
4420 · Spring Term Day Lunch	1,001.00	1,000.00	1.00	100.1%
<b>Total 4400 · Spring Term Day Income</b>	<b>1,661.00</b>	<b>1,500.00</b>	<b>161.00</b>	<b>110.7%</b>
4450 · Interest Income	151.60	120.00	31.60	126.3%
4500 · Ads - Messenger	400.00	500.00	-100.00	80.0%
4600 · Mock Trial Income	0.00	1,000.00	-1,000.00	0.0%
4700 · National Adoption Day	100.00	840.00	-740.00	11.9%
4900 · Other Income	0.00	0.00	0.00	0.0%
<b>Total Income</b>	<b>69,926.60</b>	<b>67,210.00</b>	<b>2,716.60</b>	<b>104.0%</b>
<b>Expense</b>				
5050 · Donations				
5051 · Donations - Other	300.00	500.00	-200.00	60.0%
5100 · Senior Law Day Donation	2,500.00	1,000.00	1,500.00	250.0%
5400 · Scholarship Donation	6,581.92	5,500.00	1,081.92	119.7%
<b>Total 5050 · Donations</b>	<b>9,381.92</b>	<b>7,000.00</b>	<b>2,381.92</b>	<b>134.0%</b>
5060 · Awards	79.13	250.00	-170.87	31.7%
5070 · Miscellaneous	20.00	1,000.00	-980.00	2.0%
5090 · Bench/Bar Luncheons	292.62	500.00	-207.38	58.5%
5150 · Mock Trial Regional Competition				
5151 · Regional Competition costs	328.18	1,000.00	-671.82	32.8%
5152 · Mock Trial Team Reimbursement	600.00	1,000.00	-400.00	60.0%
5150 · Mock Trial Regional Competition - Other	0.00	0.00	0.00	0.0%
<b>Total 5150 · Mock Trial Regional Competition</b>	<b>928.18</b>	<b>2,000.00</b>	<b>-1,071.82</b>	<b>46.4%</b>
5160 · Law Day Expenses	0.00	700.00	-700.00	0.0%
5200 · Access to Justice				
5210 · Internet access courthouse	1,314.75	1,500.00	-185.25	87.7%
5220 · Courthouse printer supplies	1,765.29	200.00	1,565.29	882.6%
5230 · Committee Lunches	202.66	600.00	-397.34	33.8%
5200 · Access to Justice - Other	0.00	3,000.00	-3,000.00	0.0%
<b>Total 5200 · Access to Justice</b>	<b>3,282.70</b>	<b>5,300.00</b>	<b>-2,017.30</b>	<b>61.9%</b>

**Larimer County Bar Association**  
**Profit & Loss Budget vs. Actual**  
 July 2013 through June 2014

	Jul '13 - Jun 14	Budget	\$ Over Budget	% of Budget
5250 · Bank Service Charges	0.00	50.00	-50.00	0.0%
5300 · Office Supplies, Postage, Copies	86.05	200.00	-113.95	43.0%
5350 · Ethics Seminar Expense	1,888.08	2,000.00	-111.92	94.4%
5450 · CLE - Other Seminars	130.00	1,500.00	-1,370.00	8.7%
5500 · Messenger	0.00	0.00	0.00	0.0%
5540 · National Adoption Day expenses	653.44	940.00	-286.56	69.5%
5550 · Retreat Meeting	330.42	300.00	30.42	110.1%
5560 · President's Dinner	0.00	1,500.00	-1,500.00	0.0%
5570 · Veterans Assistance Lunch	226.02	600.00	-373.98	37.7%
5600 · Gifts, Memoriams	0.00	500.00	-500.00	0.0%
5650 · Accounting Expense	500.00	500.00	0.00	100.0%
5800 · Pro Bono				
5810 · Pro Bono - Wages	25,179.00	24,500.00	679.00	102.8%
5820 · Pro Bono - Malpractice Ins.	2,125.92	2,200.00	-74.08	96.6%
5830 · Pro Bono - Payroll Tax	2,034.30	2,100.00	-65.70	96.9%
5840 · Pro Bono - Payroll Services	402.00	360.00	42.00	111.7%
5850 · Pro Bono - Cell Phone	405.27	450.00	-44.73	90.1%
5860 · Pro Bono - Brochures, Supplies	199.05	300.00	-100.95	66.4%
5870 · Pro Bono - Internet	180.00	180.00	0.00	100.0%
5880 · Worker's Compensation Insurance	246.00	225.00	21.00	109.3%
5890 · Pro Bono - Other	0.00	100.00	-100.00	0.0%
<b>Total 5800 · Pro Bono</b>	<b>30,771.54</b>	<b>30,415.00</b>	<b>356.54</b>	<b>101.2%</b>
5900 · Fall Term Day Expenses				
5910 · Fall Term Day - Golf	2,164.59	2,000.00	164.59	108.2%
5920 · Fall Term Day - Dinner	5,758.87	7,000.00	-1,241.13	82.3%
5990 · Fall Term Day Exp - other	171.14	250.00	-78.86	68.5%
<b>Total 5900 · Fall Term Day Expenses</b>	<b>8,094.60</b>	<b>9,250.00</b>	<b>-1,155.40</b>	<b>87.5%</b>
6000 · Spring Term Day Expenses				
6010 · Spring Term Day - Lunch	2,004.51	2,500.00	-495.49	80.2%
6020 · Spring Term Day - Bowling	636.50	750.00	-113.50	84.9%
6030 · Spring Term Day - other	277.44	250.00	27.44	111.0%
<b>Total 6000 · Spring Term Day Expenses</b>	<b>2,918.45</b>	<b>3,500.00</b>	<b>-581.55</b>	<b>83.4%</b>
<b>Total Expense</b>	<b>59,583.15</b>	<b>68,005.00</b>	<b>-8,421.85</b>	<b>87.6%</b>
<b>Net Income</b>	<b>10,343.45</b>	<b>-795.00</b>	<b>11,138.45</b>	<b>-1,301.1%</b>