

**LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE
MINUTES FROM THE JUNE 9, 2015 MEETING
HELD AT THE RAINBOW RESTAURANT**

ATTENDING: Laurie Stirman, Pete Dauster, Dick Gast, Josh Zugish, Cathy Vlasak, Renee Doak, Ethan Doak, Jennifer Stewart, Erin Redmond-Claeys

CALL TO ORDER: President L. Stirman called the meeting to order at 7:10 a.m.

APPROVAL OF MINUTES: Meeting minutes from the May 12, 2015 executive committee meeting were approved by the committee. C. Banninga abstained because he was not present at the May 12 meeting.

TREASURER'S REPORT: There were no significant budgetary matters to report. Deposits were submitted for Term Day expenses at the Lincoln Center and golf course.

PRO BONO PROGRAM: J. Stewart reported on the pro bono committee meeting and debriefed on the recent continuing education program. The pro bono committee hopes to continue the annual pro bono CLE, perhaps in January rather than May. CLE attendees will be surveyed to obtain feedback and engage potential volunteers.

YOUNG LAWYERS DIVISION: E. Redmond-Claeys reported regarding YLD elections scheduled to occur this month. Draft YLD bylaws were circulated for review and discussed by the committee.

WOMEN'S BAR: No new business.

ACCESS TO JUSTICE. R. Gast reported a domestic relations subcommittee is meeting on June 10, 2015 to discuss and plan the domestic relations community event.

OTHER BUSINESS: L. Stirman reported the Lincoln Center and golf are reserved. John Plock will lead the bike ride.

L. Stirman discussed online registrations with Lisa Ritter and issues related to administration, particularly with a wide range of events.

There was a firm request regarding use of the LCBA logo on its website. There were discussion related to use of the logo and no formal action was taken. The issue will be discussed more in the future.

J. Stewart and Cathy Vlasak reported on efforts to obtain, through the CBA, attorney directory information that could be placed on the LCBA website.

The Executive Committee Retreat and budget meeting is July 10, 2015 at the Justice Center, 8:00 a.m. The regular monthly meeting on July 14, 2015 is canceled.

CLE: R. Doak reported she is organizing a forensics CLE. R. Doak is continuing to work with Sara Stieben on a future CLE as well.

ADJOURNMENT: L. Stirman adjourned the meeting at 7:40 a.m., reopened the meeting at 7:46 a.m. for a vote on LCYLD bylaws, which were approved, and adjourned the meeting again at approximately 7:50 a.m. Somewhere, Mr. Robert Rules went into shock and taps played quietly.

NEXT LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE MEETING: The budget meeting will occur on July 10, 2015. The next regular Executive Committee meeting will be held on August 11, 2015 at 7:00 a.m. at the Rainbow Restaurant.

Respectfully submitted,

Josh Zugish, LCBA Secretary

LARIMER COUNTY BAR ASSOCIATION

FINANCIAL STATEMENTS

May 31, 2015



Larimer County Bar Association
Balance Sheet
As of May 31, 2015

	<u>May 31, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
Certificates of Deposit	
CD Home State #3002258 4/2	11,217.85
CD Home State #805038 10/10	27,727.61
Total Certificates of Deposit	38,945.46
Checking Accounts	
Home State Prem. Inv. 8047030	20,055.97
Legal Aid Account	15,359.67
Operating Account	67,063.52
Total Checking Accounts	102,479.16
Total Checking/Savings	141,424.62
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	142,899.62
TOTAL ASSETS	142,899.62
LIABILITIES & EQUITY	
Equity	
30000 - Opening Balance Equity	132,290.76
Net Income	10,608.86
Total Equity	142,899.62
TOTAL LIABILITIES & EQUITY	142,899.62

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06/03/15
Cash Basis

Larimer County Bar Association
Profit & Loss
May 2015

	<u>May 15</u>
Income	
4150 · Ethics Seminar	140.00
4200 · Dues Income	60.00
4450 · Interest Income	11.98
Total Income	<u>211.98</u>
Expense	
5080 · Advertising Expense	230.00
5200 · Access to Justice	
5210 · Internet access courthouse	111.27
Total 5200 · Access to Justice	<u>111.27</u>
5450 · CLE - Other Seminars	323.96
5800 · Pro Bono	
5810 · Pro Bono - Wages	1,738.12
5820 · Pro Bono - Malpractice Ins.	2,125.92
5830 · Pro Bono - Payroll Tax	132.97
5840 · Pro Bono - Payroll Services	32.00
5850 · Pro Bono - Cell Phone	35.09
5860 · Pro Bono - Brochures, Supplies	50.29
5870 · Pro Bono - Internet	15.00
Total 5800 · Pro Bono	<u>4,129.39</u>
5900 · Fall Term Day Expenses	
5910 · Fall Term Day - Golf	300.00
5920 · Fall Term Day - Dinner	2,040.00
Total 5900 · Fall Term Day Expenses	<u>2,340.00</u>
Total Expense	<u>7,134.62</u>
Net Income	<u><u>-6,922.64</u></u>

Larimer County Bar Association
Profit & Loss
 July 2014 through May 2015

	Jul '14 - May 15
Income	
4150 · Ethics Seminar	8,470.00
4200 · Dues Income	41,330.00
4210 · COLTAF - Pro Bono Grant	9,423.00
4300 · Fall Term Day Income	
4310 · Golf	945.00
4320 · Term Day Dinner	1,370.00
Total 4300 · Fall Term Day Income	2,315.00
4400 · Spring Term Day Income	
4410 · Spring Term Day Bowling	1,110.00
4420 · Spring Term Day Lunch	1,440.00
Total 4400 · Spring Term Day Income	2,550.00
4450 · Interest Income	134.68
4500 · Ads - Messenger	450.00
4600 · Mock Trial Income	1,405.59
4900 · Other Income	2,500.00
Total Income	68,578.27
Expense	
5050 · Donations	
5100 · Senior Law Day Donation	1,500.00
Total 5050 · Donations	1,500.00
5070 · Miscellaneous	527.00
5080 · Advertising Expense	412.00
5090 · Bench/Bar Luncheons	729.32
5150 · Mock Trial Regional Competition	
5151 · Regional Competition costs	1,589.19
5152 · Mock Trial Team Reimbursement	400.00
Total 5150 · Mock Trial Regional Competition	1,989.19
5160 · Law Day Expenses	520.00
5200 · Access to Justice	
5210 · Internet access courthouse	1,219.65
5230 · Committee Lunches	66.80
Total 5200 · Access to Justice	1,286.45
5300 · Office Supplies, Postage, Copies	80.00
5350 · Ethics Seminar Expense	2,290.18
5450 · CLE - Other Seminars	495.31
5540 · National Adoption Day expenses	591.08
5550 · Retreat Meeting	134.63
5560 · President's Dinner	1,738.23
5570 · Veterans Assistance Lunch	346.74
5610 · Web Site Expenses	4,000.00
5650 · Accounting Expense	520.00
5800 · Pro Bono	
5810 · Pro Bono - Wages	20,311.87
5820 · Pro Bono - Malpractice Ins.	2,125.92
5830 · Pro Bono - Payroll Tax	1,727.09
5840 · Pro Bono - Payroll Services	352.00
5850 · Pro Bono - Cell Phone	369.46
5860 · Pro Bono - Brochures, Supplies	514.31
5870 · Pro Bono - Internet	165.00
5880 · Worker's Compensation Insurance	276.00
Total 5800 · Pro Bono	25,841.65
5900 · Fall Term Day Expenses	
5910 · Fall Term Day - Golf	1,220.56
5920 · Fall Term Day - Dinner	9,144.77
5990 · Fall Term Day Exp - other	203.96
Total 5900 · Fall Term Day Expenses	10,569.29

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06/03/15
Cash Basis

Larimer County Bar Association
Profit & Loss
July 2014 through May 2015

	<u>Jul '14 - May 15</u>
6000 · Spring Term Day Expenses	
6010 · Spring Term Day - Lunch	3,082.10
6020 · Spring Term Day - Bowling	996.50
6030 · Spring Term Day - other	319.74
Total 6000 · Spring Term Day Expenses	<u>4,398.34</u>
Total Expense	<u>57,969.41</u>
Net Income	<u><u>10,608.86</u></u>

Larimer County Bar Association Profit & Loss Budget vs. Actual May 2015

	May 15	Budget	\$ Over Budget	% of Budget
Income				
4150 · Ethics Seminar	140.00			
4200 · Dues Income	60.00	50.00	10.00	120.0%
4450 · Interest Income	11.98	10.00	1.98	119.8%
Total Income	211.98	60.00	151.98	353.3%
Expense				
5050 · Donations				
5051 · Donations - Other	0.00	250.00	-250.00	0.0%
5400 · Scholarship Donation	0.00	5,500.00	-5,500.00	0.0%
Total 5050 · Donations	0.00	5,750.00	-5,750.00	0.0%
5070 · Miscellaneous	0.00	20.00	-20.00	0.0%
5080 · Advertising Expense	230.00			
5160 · Law Day Expenses	0.00	500.00	-500.00	0.0%
5200 · Access to Justice				
5210 · Internet access courthouse	111.27	110.00	1.27	101.2%
5220 · Courthouse printer supplies	0.00	15.00	-15.00	0.0%
5230 · Committee Lunches	0.00	50.00	-50.00	0.0%
Total 5200 · Access to Justice	111.27	175.00	-63.73	63.6%
5300 · Office Supplies, Postage, Copies	0.00	10.00	-10.00	0.0%
5350 · Ethics Seminar Expense	0.00	200.00	-200.00	0.0%
5450 · CLE - Other Seminars	323.96	100.00	223.96	324.0%
5800 · Pro Bono				
5810 · Pro Bono - Wages	1,738.12	2,083.00	-344.88	83.4%
5820 · Pro Bono - Malpractice Ins.	2,125.92	2,200.00	-74.08	96.6%
5830 · Pro Bono - Payroll Tax	132.97	175.00	-42.03	76.0%
5840 · Pro Bono - Payroll Services	32.00	33.00	-1.00	97.0%
5850 · Pro Bono - Cell Phone	35.09	37.50	-2.41	93.6%
5860 · Pro Bono - Brochures, Supplies	50.29			
5870 · Pro Bono - Internet	15.00	15.00	0.00	100.0%
Total 5800 · Pro Bono	4,129.39	4,543.50	-414.11	90.9%
5900 · Fall Term Day Expenses				
5910 · Fall Term Day - Golf	300.00			
5920 · Fall Term Day - Dinner	2,040.00			
Total 5900 · Fall Term Day Expenses	2,340.00			
Total Expense	7,134.62	11,298.50	-4,163.88	63.1%
Net Income	-6,922.64	-11,238.50	4,315.86	61.6%

Larimer County Bar Association Profit & Loss Budget vs. Actual July 2014 through May 2015

	Jul '14 - May 15	Budget	\$ Over Budget	% of Budget
Income				
4150 · Ethics Seminar	8,470.00	7,500.00	970.00	112.9%
4160 · CLE Other Seminars	0.00	250.00	-250.00	0.0%
4200 · Dues Income	41,330.00	42,600.00	-1,270.00	97.0%
4210 · COLTAF - Pro Bono Grant	9,423.00	3,000.00	6,423.00	314.1%
4300 · Fall Term Day Income				
4310 · Golf	945.00	1,500.00	-555.00	63.0%
4320 · Term Day Dinner	1,370.00	1,500.00	-130.00	91.3%
Total 4300 · Fall Term Day Income	2,315.00	3,000.00	-685.00	77.2%
4400 · Spring Term Day Income				
4410 · Spring Term Day Bowling	1,110.00	500.00	610.00	222.0%
4420 · Spring Term Day Lunch	1,440.00	1,000.00	440.00	144.0%
Total 4400 · Spring Term Day Income	2,550.00	1,500.00	1,050.00	170.0%
4450 · Interest Income	134.68	110.00	24.68	122.4%
4500 · Ads - Messenger	450.00	350.00	100.00	128.6%
4600 · Mock Trial Income	1,405.59	1,000.00	405.59	140.6%
4700 · National Adoption Day	0.00	100.00	-100.00	0.0%
4900 · Other Income	2,500.00	2,500.00	0.00	100.0%
Total Income	68,578.27	61,910.00	6,668.27	110.8%
Expense				
5050 · Donations				
5051 · Donations - Other	0.00	500.00	-500.00	0.0%
5100 · Senior Law Day Donation	1,500.00	1,500.00	0.00	100.0%
5400 · Scholarship Donation	0.00	5,500.00	-5,500.00	0.0%
Total 5050 · Donations	1,500.00	7,500.00	-6,000.00	20.0%
5060 · Awards	0.00	100.00	-100.00	0.0%
5070 · Miscellaneous	527.00	230.00	297.00	229.1%
5080 · Advertising Expense	412.00			
5090 · Bench/Bar Luncheons	729.32	500.00	229.32	145.9%
5150 · Mock Trial Regional Competition				
5151 · Regional Competition costs	1,589.19	1,000.00	589.19	158.9%
5152 · Mock Trial Team Reimbursement	400.00	1,000.00	-600.00	40.0%
Total 5150 · Mock Trial Regional Competition	1,989.19	2,000.00	-10.81	99.5%
5160 · Law Day Expenses	520.00	1,000.00	-480.00	52.0%
5200 · Access to Justice				
5210 · Internet access courthouse	1,219.65	1,210.00	9.65	100.8%
5220 · Courthouse printer supplies	0.00	185.00	-185.00	0.0%
5230 · Committee Lunches	66.80	450.00	-383.20	14.8%
Total 5200 · Access to Justice	1,286.45	1,845.00	-558.55	69.7%

Larimer County Bar Association Profit & Loss Budget vs. Actual July 2014 through May 2015

	Jul '14 - May 15	Budget	\$ Over Budget	% of Budget
5250 · Bank Service Charges	0.00	25.00	-25.00	0.0%
5300 · Office Supplies, Postage, Copies	80.00	100.00	-20.00	80.0%
5350 · Ethics Seminar Expense	2,290.18	2,000.00	290.18	114.5%
5450 · CLE - Other Seminars	495.31	900.00	-404.69	55.0%
5500 · Messenger	0.00	0.00	0.00	0.0%
5540 · National Adoption Day expenses	591.08	700.00	-108.92	84.4%
5550 · Retreat Meeting	134.63	150.00	-15.37	89.8%
5560 · President's Dinner	1,738.23	1,500.00	238.23	115.9%
5570 · Veterans Assistance Lunch	346.74	230.00	116.74	150.8%
5600 · Gifts, Memoriams	0.00	500.00	-500.00	0.0%
5610 · Web Site Expenses	4,000.00			
5650 · Accounting Expense	520.00	500.00	20.00	104.0%
5800 · Pro Bono				
5810 · Pro Bono - Wages	20,311.87	22,917.00	-2,605.13	88.6%
5820 · Pro Bono - Malpractice Ins.	2,125.92	2,200.00	-74.08	96.6%
5830 · Pro Bono - Payroll Tax	1,727.09	1,925.00	-197.91	89.7%
5840 · Pro Bono - Payroll Services	352.00	367.00	-15.00	95.9%
5850 · Pro Bono - Cell Phone	369.46	412.50	-43.04	89.6%
5860 · Pro Bono - Brochures, Supplies	514.31	150.00	364.31	342.9%
5870 · Pro Bono - Internet	165.00	165.00	0.00	100.0%
5880 · Worker's Compensation Insurance	276.00	300.00	-24.00	92.0%
5890 · Pro Bono - Other	0.00	100.00	-100.00	0.0%
Total 5800 · Pro Bono	25,841.65	28,536.50	-2,694.85	90.6%
5900 · Fall Term Day Expenses				
5910 · Fall Term Day - Golf	1,220.56	2,000.00	-779.44	61.0%
5920 · Fall Term Day - Dinner	9,144.77	7,000.00	2,144.77	130.6%
5990 · Fall Term Day Exp - other	203.96	300.00	-96.04	68.0%
Total 5900 · Fall Term Day Expenses	10,569.29	9,300.00	1,269.29	113.6%
6000 · Spring Term Day Expenses				
6010 · Spring Term Day - Lunch	3,082.10	2,500.00	582.10	123.3%
6020 · Spring Term Day - Bowling	996.50	750.00	246.50	132.9%
6030 · Spring Term Day - other	319.74	300.00	19.74	106.6%
Total 6000 · Spring Term Day Expenses	4,398.34	3,550.00	848.34	123.9%
Total Expense	57,969.41	61,166.50	-3,197.09	94.8%
Net Income	10,608.86	743.50	9,865.36	1,426.9%