

**LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE  
MINUTES FROM THE MAY 11, 2021 MEETING  
HELD VIA TELECONFERENCE**

**IN ATTENDANCE:**

**Committee Members:** Kara Clark, Rebekah Berry-Chaney, Heidi Whitaker, Devin Odell, Brooke Alexander, Renee Doak, Claire Havelda, Cody Knebel, Fred Long, Dan St. John, Julie Yates, Brooke Alexander, Cody Knebel.

**Others Present:** Cindi Hendrix

**CALL TO ORDER:** President Kara Clark called the meeting to order at approximately 7:08 a.m.

**APPROVAL OF MINUTES:** The minutes from the April 13, 2001 meeting were approved unanimously, with one correction. Ms. Berry-Chaney moved to approve; Ms. Clark seconded the motion.

**TREASURER'S REPORT:** Ms. Whitaker reported on the existing surplus. After discussion of Ian McCargar's request at the last meeting for a one-time donation to the Stephen J. Roy Memorial Scholarship Fund and the need to conserve resources to provide for staffing needs in the future, Ms. Whitaker moved that the LCBA donate an amount equal to its average donation over the last seven years. Ms. Clark seconded the motion. The motion was unanimously approved. The donations over the last several years will be reviewed to determine the proper amount and the matter will be taken up at the next meeting.

**PRO BONO PROGRAM REPORT:** Cody Knebel introduced pro bono coordinator Cindi Hendrix, who reported that a domestic assistance class was held on May 10, 2021, via Zoom, but nobody attended. Going forward, classes will be held on the second and fourth Mondays of every month at 3 p.m. via Zoom and/or in person. Ms. Clark will look into what space is available for those meetings at the courthouse and the possibility of combining Zoom and in-person classes. Mr. Knebel also reported that Ask-a-Lawyer sessions are happening on the second Tuesdays of each month.

**CLE REPORT:** Renee Doak reported that there will be a CLE on May 13, 2001 at noon via Zoom by Mr. McCargar with 1 CLE credit approved. She is also working on a second CLE in a planned series on human trafficking in conjunction with the Women's Bar and the Colorado Hispanic Bar associations.

**COLORADO HISPANIC BAR ASSOCIATION:** Ms. Doak reported that the CHBA had its first meeting on May 5, 2021 and is planning on a summer get-together. She requested that CHBA be added to future agendas for a report to the Executive Committee. She and Jenny Lopez Filkins will serve as co-liaisons.

**YOUNG LAWYER DIVISION REPORT:** Fred Long reported Law Day will occur via Zoom on May 20, 2021 from noon to 1 p.m. The theme this year is "Advancing the Rule of Law." Chief Judge Susan Blanco will present on innovative programs in the 8<sup>th</sup> Judicial District. He is looking into

inviting winning teams from the mock trial competition. Mr. Long also reported that he is working on renewing networking events in-person, as allowed by local rules and regulations.

**WOMEN'S BAR REPORT:** Claire Havelda reported that a new member has been added to the board, L. Michelle Lewis-Clark, and that they plan to hold elections this summer in conjunction with the state bar. Ms. Doak reported that a recent Zoom CLE providing updates on criminal and civil law was well attended.

**FAMILY LAW BAR REPORT:** Brooke Alexander reported that Family Law Day will take place on May 14, 2021 from 9 a.m. to 4 p.m., with a full schedule.

**ACCESS TO JUSTICE REPORT:** There was no report.

**BOARD OF GOVERNORS REPORT:** There was no report

**NEW BUSINESS:**

- Ms. Clark reported that Rachel Michael inquired about creating a criminal defense bar group and that she informed Ms. Michael that she would encourage that. The group would need to let us know who its representative will be and, if funding is requested, make a pitch to the executive committee.
- Ms. Clark requested members to consider how to allow for subcommittee reports at monthly meetings in a fair and efficient way, perhaps through a rotating schedule.
- Ms. Clark will continue to look for places to hold in-person meetings in the future. The committee indicated a support that the June, 2021 meeting be in-person.
- Ms. Clark will send out text reminders of meetings, which will start at 7 a.m. going forward.

**ADJOURNMENT:** Ms. Clark adjourned the meeting at 8:02 a.m.

**NEXT LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE MEETING:** The next executive committee meeting will be held on June 8, 2021 at 7:00 a.m. at a place to be determined.

Respectfully Submitted,

Devin Odell, Esq.  
LCBA Secretary

LARIMER COUNTY BAR ASSOCIATION

FINANCIAL STATEMENTS

April 30, 2021

10:07 AM  
05/01/21  
Cash Basis

Larimer County Bar Association  
**Balance Sheet**  
As of April 30, 2021

	Apr 30, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Certificates of Deposit	
CD Home State #3002258 4/2	11,537.08
CD Home State #805038 10/10	28,430.95
Total Certificates of Deposit	39,968.03
Checking Accounts	
Home State Prem. Inv. 8047030	70,860.75
Legal Aid Account	14,223.90
Operating Account	106,633.99
Total Checking Accounts	191,718.64
Total Checking/Savings	231,686.67
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	233,161.67
<b>TOTAL ASSETS</b>	<b>233,161.67</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
30000 - Opening Balance Equity	207,458.97
Net Income	25,702.70
Total Equity	233,161.67
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>233,161.67</b>

10:08 AM  
05/01/21  
Cash Basis

Larimer County Bar Association  
Profit & Loss  
April 2021

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	<u>Apr 21</u>
<b>Income</b>	
4200 · Dues Income	100.00
4450 · Interest Income	30.02
<b>Total Income</b>	<u>130.02</u>
<b>Expense</b>	
5200 · Access to Justice	
5210 · Internet access courthouse	148.51
<b>Total 5200 · Access to Justice</b>	<u>148.51</u>
5450 · CLE - Other Seminars	25.00
5800 · Pro Bono	
5810 · Pro Bono - Wages	2,086.88
5830 · Pro Bono - Payroll Tax	177.70
5840 · Pro Bono - Payroll Services	32.00
5850 · Pro Bono - Cell Phone	18.58
5870 · Pro Bono - Internet	15.00
<b>Total 5800 · Pro Bono</b>	<u>2,330.16</u>
<b>Total Expense</b>	<u>2,503.67</u>
<b>Net Income</b>	<u><u>-2,373.65</u></u>

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

	Jul '20 - Apr 21
<b>Income</b>	
4200 · Dues Income	43,540.00
4210 · COLTAF - Pro Bono Grant	12,500.00
4300 · Fall Term Day Income	
4310 · Golf	863.00
<b>Total 4300 · Fall Term Day Income</b>	<b>863.00</b>
4450 · Interest Income	297.04
4500 · Ads - Messenger	500.00
<b>Total Income</b>	<b>57,700.04</b>
<b>Expense</b>	
5070 · Miscellaneous	337.60
5150 · Mock Trial Regional Competition	
5151 · Regional Competition costs	154.28
5152 · Mock Trial Team Reimbursement	500.00
<b>Total 5150 · Mock Trial Regional Competition</b>	<b>654.28</b>
5200 · Access to Justice	
5210 · Internet access courthouse	1,469.20
<b>Total 5200 · Access to Justice</b>	<b>1,469.20</b>
5300 · Office Supplies, Postage,Copies	118.00
5450 · CLE - Other Seminars	150.00
5550 · Retreat Meeting	175.74
5600 · Gifts, Memoriams	666.35
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	22,008.26
5830 · Pro Bono - Payroll Tax	1,799.66
5840 · Pro Bono - Payroll Services	324.00
5850 · Pro Bono - Cell Phone	188.41
5860 · Pro Bono - Brochures, Supplies	369.84
5870 · Pro Bono - Internet	150.00
5880 · Worker's Compensation Insurance	211.00
<b>Total 5800 · Pro Bono</b>	<b>25,051.17</b>
5900 · Fall Term Day Expenses	
5910 · Fall Term Day - Golf	943.00
<b>Total 5900 · Fall Term Day Expenses</b>	<b>943.00</b>
<b>Total Expense</b>	<b>31,997.34</b>
<b>Net Income</b>	<b>25,702.70</b>

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

	Apr 21	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
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	100.00	50.00	50.00	200.0%
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%
<b>Total 4300 · Fall Term Day Income</b>	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%
<b>Total 4400 · Spring Term Day Income</b>	0.00	0.00	0.00	0.0%
4450 · Interest Income	30.02	29.00	1.02	103.5%
4500 · Ads - Messenger	0.00	125.00	-125.00	0.0%
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%
<b>Total Income</b>	130.02	204.00	-73.98	63.7%
<b>Expense</b>				
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%
<b>Total 5050 · Donations</b>	0.00	0.00	0.00	0.0%
5060 · Awards	0.00	100.00	-100.00	0.0%
5070 · Miscellaneous	0.00	30.00	-30.00	0.0%
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	0.00	0.00	0.0%
5152 · Mock Trial Team Reimbursement	0.00	0.00	0.00	0.0%
<b>Total 5150 · Mock Trial Regional Competition</b>	0.00	0.00	0.00	0.0%
5160 · Law Day Expenses	0.00	0.00	0.00	0.0%
5170 · Young Lawyers Expenses	0.00	0.00	0.00	0.0%

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

	Apr 21	Budget	\$ Over Budget	% of Budget
5200 · Access to Justice	148.51	158.00	-9.49	94.0%
5210 · Internet access courthouse	0.00	100.00	-100.00	0.0%
5220 · Courthouse printer supplies	0.00	0.00	0.00	0.0%
5230 · Committee Lunches	0.00	0.00	0.00	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	148.51	258.00	-109.49	57.6%
5250 · Bank Service Charges	0.00	0.00	0.00	0.0%
5300 · Office Supplies, Postage,Copies	0.00	0.00	0.00	0.0%
5350 · Ethics Seminar Expense	0.00	0.00	0.00	0.0%
5450 · CLE - Other Seminars	25.00	30.00	-5.00	83.3%
5500 · Messenger	0.00	0.00	0.00	0.0%
5540 · National Adoption Day expenses	0.00	0.00	0.00	0.0%
5550 · Retreat Meeting	0.00	0.00	0.00	0.0%
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	0.00	0.00	0.0%
5572 · Veteran's Assist. Advertising	0.00	25.00	-25.00	0.0%
Total 5570 · Veterans Assistance Clinic	0.00	25.00	-25.00	0.0%
5600 · Gifts, Memoriams	0.00	0.00	0.00	0.0%
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	2,086.88	2,250.00	-163.12	92.8%
5810 · Pro Bono - Wages	0.00	3,000.00	-3,000.00	0.0%
5820 · Pro Bono - Malpractice, Liabili	177.70	191.00	-13.30	93.0%
5830 · Pro Bono - Payroll Tax	32.00	33.00	-1.00	97.0%
5840 · Pro Bono - Payroll Services	18.58	20.83	-2.25	89.2%
5850 · Pro Bono - Cell Phone	0.00	25.00	-25.00	0.0%
5860 · Pro Bono - Brochures, Supplies	15.00	15.00	0.00	100.0%
5870 · Pro Bono - Internet	0.00	12.50	-12.50	0.0%
5875 · Computer Software - Cloud	0.00	0.00	0.00	0.0%
5880 · Worker's Compensation Insurance	0.00	0.00	0.00	0.0%
Total 5800 · Pro Bono	2,330.16	5,547.33	-3,217.17	42.0%
5900 · Fall Term Day Expenses	0.00	0.00	0.00	0.0%
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

April 2021

	Apr 21	Budget	\$ Over Budget	% of Budget
6000 · Spring Term Day Expenses				
6010 · Spring Term Day - Lunch	0.00	0.00	0.00	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%
<b>Total 6000 · Spring Term Day Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>2,503.67</b>	<b>6,540.33</b>	<b>-4,036.66</b>	<b>38.3%</b>
<b>Net Income</b>	<b>-2,373.65</b>	<b>-6,336.33</b>	<b>3,962.68</b>	<b>37.5%</b>

# Larimer County Bar Association

## Profit & Loss Budget vs. Actual

### July 2020 through April 2021

	Jul '20 - Apr 21	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
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	43,540.00	38,450.00	5,090.00	113.2%
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%
<b>Total 4300 · Fall Term Day Income</b>	<b>863.00</b>	<b>1,500.00</b>	<b>-637.00</b>	<b>57.5%</b>
4400 · Spring Term Day Income				
4410 · Spring Term Day Bowling	0.00	800.00	-800.00	0.0%
4420 · Spring Term Day Lunch	0.00	2,000.00	-2,000.00	0.0%
<b>Total 4400 · Spring Term Day Income</b>	<b>0.00</b>	<b>2,800.00</b>	<b>-2,800.00</b>	<b>0.0%</b>
4450 · Interest Income	297.04	292.00	5.04	101.7%
4500 · Ads - Messenger	500.00	625.00	-125.00	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%
<b>Total Income</b>	<b>57,700.04</b>	<b>53,167.00</b>	<b>4,533.04</b>	<b>108.5%</b>
<b>Expense</b>				
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%
<b>Total 5050 · Donations</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
5060 · Awards	0.00	100.00	-100.00	0.0%
5070 · Miscellaneous	337.60	500.00	-162.40	67.5%
5080 · Advertising Expense	0.00	0.00	0.00	0.0%
5090 · Bench/Bar Luncheons	0.00	1,100.00	-1,100.00	0.0%
5150 · Mock Trial Regional Competition				
5151 · Regional Competition costs	154.28	1,000.00	-845.72	15.4%
5152 · Mock Trial Team Reimbursement	500.00	1,500.00	-1,000.00	33.3%
<b>Total 5150 · Mock Trial Regional Competition</b>	<b>654.28</b>	<b>2,500.00</b>	<b>-1,845.72</b>	<b>26.2%</b>
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 April 2021

	Jul '20 - Apr 21	Budget	\$ Over Budget	% of Budget
<b>5200 · Access to Justice</b>				
5210 · Internet access courthouse	1,469.20	1,584.00	-114.80	92.8%
5220 · Courthouse printer supplies	0.00	1,000.00	-1,000.00	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	225.00	-225.00	0.0%
5200 · Access to Justice - Other	0.00	0.00	0.00	0.0%
<b>Total 5200 · Access to Justice</b>	<b>1,469.20</b>	<b>3,209.00</b>	<b>-1,739.80</b>	<b>45.8%</b>
<b>5250 · Bank Service Charges</b>	0.00	110.00	-110.00	0.0%
5300 · Office Supplies, Postage,Copies	118.00	150.00	-32.00	78.7%
5350 · Ethics Seminar Expense	0.00	2,100.00	-2,100.00	0.0%
5450 · CLE - Other Seminars	150.00	315.00	-165.00	47.6%
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	100.00	-100.00	0.0%
5572 · Veteran's Assist. Advertising	0.00	225.00	-225.00	0.0%
<b>Total 5570 · Veterans Assistance Clinic</b>	<b>0.00</b>	<b>325.00</b>	<b>-325.00</b>	<b>0.0%</b>
<b>5600 · Gifts, Memoriams</b>	666.35	625.00	41.35	106.6%
5610 · Web Site Expenses	96.00	150.00	-54.00	64.0%
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	22,008.26	22,500.00	-491.74	97.8%
5820 · Pro Bono - Malpractice, Liabili	0.00	3,000.00	-3,000.00	0.0%
5830 · Pro Bono - Payroll Tax	1,799.66	1,918.00	-118.34	93.8%
5840 · Pro Bono - Payroll Services	324.00	333.00	-9.00	97.3%
5850 · Pro Bono - Cell Phone	188.41	208.34	-19.93	90.4%
5860 · Pro Bono - Brochures, Supplies	369.84	250.00	119.84	147.9%
5870 · Pro Bono - Internet	150.00	150.00	0.00	100.0%
5875 · Computer Software - Cloud	0.00	125.00	-125.00	0.0%
5880 · Worker's Compensation Insurance	211.00	250.00	-39.00	84.4%
5890 · Pro Bono - Other	0.00	0.00	0.00	0.0%
<b>Total 5800 · Pro Bono</b>	<b>25,051.17</b>	<b>28,734.34</b>	<b>-3,683.17</b>	<b>87.2%</b>
<b>5900 · Fall Term Day Expenses</b>				
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%
<b>Total 5900 · Fall Term Day Expenses</b>	<b>943.00</b>	<b>1,700.00</b>	<b>-757.00</b>	<b>55.5%</b>

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

	Jul '20 - Apr 21	Budget	\$ Over Budget	% of Budget
6000 - Spring Term Day Expenses				
6010 - Spring Term Day - Lunch	0.00	8,000.00	-8,000.00	0.0%
6020 - Spring Term Day - Bowling	0.00	1,000.00	-1,000.00	0.0%
6030 - Spring Term Day - other	0.00	200.00	-200.00	0.0%
<b>Total 6000 - Spring Term Day Expenses</b>	<b>0.00</b>	<b>9,200.00</b>	<b>-9,200.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>31,997.34</b>	<b>55,338.34</b>	<b>-23,341.00</b>	<b>57.8%</b>
<b>Net Income</b>	<b>25,702.70</b>	<b>-2,171.34</b>	<b>27,874.04</b>	<b>-1,183.7%</b>