

**LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE
MINUTES FROM THE NOVEMBER 10, 2020 MEETING
HELD VIA TELECONFERENCE**

IN ATTENDANCE:

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

Others Present: None.

CALL TO ORDER: President Arthur Spicciati called the meeting to order at approximately 7:17 a.m.

APPROVAL OF MINUTES: Mr. Spicciati moved to approve the minutes from October 13, 2020; Kara Clark seconded the motion. The minutes from the October 13, 2020 meeting were approved. Renee Doak abstained on the vote.

TREASURER'S REPORT: Rebekah Berry-Chaney reported October financials look healthy. Lisa Ritter has notified the Executive Committee of her intent to resign from the administration and bookkeeping role in 2022. There was discussion about creating financial / administrative email addresses for the Bar. There was discussion of sourcing another community person to handle website maintenance and bookkeeping or perhaps hiring a part-time executive director.

PRO BONO PROGRAM REPORT: Ben Kramer reported by email that Cindy is clocking about 20 hours a week now. Pro Bono Program was contacted about putting together resources for people affected by the fires. Cody Knebel was contacted by a counsel for underprivileged populations. Can refer to Access to Justice as well. An update on the authorized printer purchase was requested. Claire Havelda stated that Colorado Poverty Law Center is successfully doing zoom "know your rights" meetings. This may be a model for the future. Ms. Berry-Chaney and Cody Knebel will connect regarding zoom class how-to's.

CLE REPORT: Rene Doak reported that some joint CLE sessions with LCWBA are being planned. Waiting to hear from Magistrate Zehe to reschedule the seminar on Juvenile Recovery Court. Professionalism Committee is working on a virtual ethics seminar for spring, maybe with a panel. The seminar is intended to be a bit lower cost but still funding the Stephen J Roy scholarship. LCWBA panel of survivors of human trafficking is anticipated to be held in mid-January. Continuing to send out announcements about CBA CLE programs.

YOUNG LAWYER DIVISION REPORT: Fred Long reported that YLD has launched Grab a Coffee program. About 9-10 participants are paired up. Looking for interest from law students. There are about 6 attorneys participating and more volunteers are needed. Call a lawyer for wildfire-affected people was well received. The program may be staged again.

WOMEN'S BAR REPORT: Claire Havelda reported that the LCWBA has a zoom account and offered use of it to Access to Justice. In October, a panel session discussed Senate Bill 217

regarding integrity in law enforcement. A CLE on case law update is scheduled for February 13 with Sara Stieben and Rachel Michael. Also planned “Removing Closet Doors, Cultivating Inclusivity in the LGBTQ Legal Community”, and a CLE with survivors of human trafficking in March. Looking at a possible remote social in December.

FAMILY LAW BAR REPORT: Brooke Alexander nothing to report.

ACCESS TO JUSTICE REPORT: Brooke Alexander reported working with Judge Villasenor for incentive program for attorney engagement modest means and pro bono.

BOARD OF GOVERNORS REPORT: Jennifer Rice reported (via email) that the CBA has nominating committee for representatives from regions for the CBA Executive Board. Applications are due by end of the week for the nominating committee.

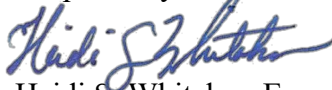
NEW BUSINESS:

- December social hour in person difficult with pandemic requirements. May plan a lunch working session on executive director and pro bono.

ADJOURNMENT: Arthur Spicciati adjourned the meeting at 7:59 a.m.

NEXT LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE MEETING: The next executive committee meeting will be held on January 12, 2021 at 7:00 a.m. with conference link information to be supplied.

Respectfully Submitted,



Heidi S. Whitaker, Esq.
LCBA Secretary

LARIMER COUNTY BAR ASSOCIATION

FINANCIAL STATEMENTS

October 31, 2020

Larimer County Bar Association
Balance Sheet
As of October 31, 2020

	Oct 31, 20
ASSETS	
Current Assets	
Checking/Savings	
Certificates of Deposit	
CD Home State #3002258 4/2	11,505.52
CD Home State #805038 10/10	28,388.46
Total Certificates of Deposit	39,893.98
Checking Accounts	
Home State Prem. Inv. 8047030	70,762.60
Legal Aid Account	14,217.61
Operating Account	120,626.45
Total Checking Accounts	205,606.66
Total Checking/Savings	245,500.64
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	246,975.64
TOTAL ASSETS	246,975.64
LIABILITIES & EQUITY	
Equity	
30000 - Opening Balance Equity	207,458.97
Net Income	39,516.67
Total Equity	246,975.64
TOTAL LIABILITIES & EQUITY	246,975.64

9:47 AM
10/31/20
Cash Basis

Larimer County Bar Association
Profit & Loss
October 2020

	<u>Oct 20</u>
Income	
4200 · Dues Income	3,075.00
4450 · Interest Income	33.18
4500 · Ads - Messenger	150.00
Total Income	<u>3,258.18</u>
Expense	
5200 · Access to Justice	
5210 · Internet access courthouse	146.54
Total 5200 · Access to Justice	<u>146.54</u>
5800 · Pro Bono	
5810 · Pro Bono - Wages	1,980.88
5830 · Pro Bono - Payroll Tax	151.53
5840 · Pro Bono - Payroll Services	32.00
5850 · Pro Bono - Cell Phone	18.58
5870 · Pro Bono - Internet	15.00
Total 5800 · Pro Bono	<u>2,197.99</u>
Total Expense	<u>2,344.53</u>
Net Income	<u><u>913.65</u></u>

9:47 AM
10/31/20
Cash Basis

Larimer County Bar Association
Profit & Loss
July through October 2020

	<u>Jul - Oct 20</u>
Income	
4200 · Dues Income	39,895.00
4210 · COLTAF - Pro Bono Grant	12,500.00
4300 · Fall Term Day Income	
4310 · Golf	863.00
Total 4300 · Fall Term Day Income	863.00
4450 · Interest Income	134.84
4500 · Ads - Messenger	275.00
Total Income	53,667.84
Expense	
5070 · Miscellaneous	10.00
5200 · Access to Justice	
5210 · Internet access courthouse	583.71
Total 5200 · Access to Justice	583.71
5450 · CLE - Other Seminars	25.00
5550 · Retreat Meeting	100.00
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	8,870.88
5830 · Pro Bono - Payroll Tax	684.06
5840 · Pro Bono - Payroll Services	128.00
5850 · Pro Bono - Cell Phone	74.52
5870 · Pro Bono - Internet	60.00
5880 · Worker's Compensation Insurance	240.00
Total 5800 · Pro Bono	10,057.46
5900 · Fall Term Day Expenses	
5910 · Fall Term Day - Golf	943.00
Total 5900 · Fall Term Day Expenses	943.00
Total Expense	14,151.17
Net Income	39,516.67

Larimer County Bar Association

Profit & Loss Budget vs. Actual

October 2020

	Oct 20	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	3,075.00	3,140.00	-65.00	97.9%
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	33.18	29.00	4.18	114.4%
4500 · Ads - Messenger	150.00	0.00	150.00	100.0%
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	3,258.18	3,169.00	89.18	102.8%
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	20.00	-20.00	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	0.00	0.00	0.0%
5152 · Mock Trial Team Reimbursement	0.00	0.00	0.00	0.0%
Total 5150 · Mock Trial Regional Competition	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 October 2020

	Oct 20	Budget	\$ Over Budget	% of Budget
5200 · Access to Justice				
5210 · Internet access courthouse	146.54	158.00	-11.46	92.7%
5220 · Courthouse printer supplies	0.00	100.00	-100.00	0.0%
5230 · Committee Lunches	0.00	0.00	0.00	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	146.54	458.00	-311.46	32.0%
5250 · Bank Service Charges	0.00	0.00	0.00	0.0%
5300 · Office Supplies, Postage,Copies	0.00	10.00	-10.00	0.0%
5350 · Ethics Seminar Expense	0.00	0.00	0.00	0.0%
5450 · CLE - Other Seminars	0.00	35.00	-35.00	0.0%
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	0.00	0.00	0.0%
Total 5570 · Veterans Assistance Clinic	0.00	0.00	0.00	0.0%
5600 · Gifts, Memoriams	0.00	25.00	-25.00	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	620.00	-620.00	0.0%
5800 · Pro Bono				
5810 · Pro Bono - Wages	1,980.88	2,250.00	-269.12	88.0%
5820 · Pro Bono - Malpractice, Liabili	0.00	0.00	0.00	0.0%
5830 · Pro Bono - Payroll Tax	151.53	193.00	-41.47	78.5%
5840 · Pro Bono - Payroll Services	32.00	33.00	-1.00	97.0%
5850 · Pro Bono - Cell Phone	18.58	20.83	-2.25	89.2%
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%
5890 · Pro Bono - Other	0.00	0.00	0.00	0.0%
Total 5800 · Pro Bono	2,197.99	2,549.33	-351.34	86.2%
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
October 2020

	Oct 20	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%
Total 6000 · Spring Term Day Expenses	0.00	0.00	0.00	0.0%
Total Expense	2,344.53	3,717.33	-1,372.80	63.1%
Net Income	913.65	-548.33	1,461.98	-166.6%

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

	Jul - Oct 20	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	39,895.00	34,640.00	5,255.00	115.2%
4210 · COLTAF - Pro Bono Grant	12,500.00	0.00	12,500.00	100.0%
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	134.84	118.00	16.84	114.3%
4500 · Ads - Messenger	275.00	175.00	100.00	157.1%
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	53,667.84	36,433.00	17,234.84	147.3%
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	230.00	-220.00	4.3%
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%
Total 5150 · Mock Trial Regional Competition	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 July through October 2020

	Jul - Oct 20	Budget	\$ Over Budget	% of Budget
5200 · Access to Justice				
5210 · Internet access courthouse	583.71	634.00	-50.29	92.1%
5220 · Courthouse printer supplies	0.00	400.00	-400.00	0.0%
5230 · Committee Lunches	0.00	100.00	-100.00	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	583.71	1,334.00	-750.29	43.8%
5250 · Bank Service Charges				
5300 · Office Supplies, Postage,Copies	0.00	9.00	-9.00	0.0%
5350 · Ethics Seminar Expense	0.00	25.00	-25.00	0.0%
5450 · CLE - Other Seminars	25.00	130.00	-105.00	19.2%
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	100.00	200.00	-100.00	50.0%
5560 · President's Dinner	0.00	0.00	0.00	0.0%
5570 · Veterans Assistance Clinic				
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	75.00	-75.00	0.0%
5640 · Directors & Officers Liability	96.00	96.00	0.00	100.0%
5650 · Accounting Expense	1,711.00	1,700.00	11.00	100.6%
5800 · Pro Bono	625.00	620.00	5.00	100.8%
5810 · Pro Bono - Wages	8,870.88	9,000.00	-129.12	98.6%
5820 · Pro Bono - Malpractice, Liabili	0.00	0.00	0.00	0.0%
5830 · Pro Bono - Payroll Tax	684.06	768.00	-83.94	89.1%
5840 · Pro Bono - Payroll Services	128.00	133.00	-5.00	96.2%
5850 · Pro Bono - Cell Phone	74.52	83.36	-8.84	89.4%
5860 · Pro Bono - Brochures, Supplies	0.00	100.00	-100.00	0.0%
5870 · Pro Bono - Internet	60.00	60.00	0.00	100.0%
5875 · Computer Software - Cloud	0.00	50.00	-50.00	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	10,057.46	10,444.36	-386.90	96.3%
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 through October 2020

	Jul - Oct 20	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%
Total 6000 · Spring Term Day Expenses	0.00	0.00	0.00	0.0%
Total Expense	14,151.17	17,188.36	-3,037.19	82.3%
Net Income	39,516.67	19,244.64	20,272.03	205.3%