

**LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE  
MINUTES FROM THE OCTOBER 14, 2014 MEETING  
HELD AT CAFÉ BLUEBIRD**

**ATTENDING:** Jennifer Stewart, Laurie Stirman, Cathy Vlasak, Pete Dauster, Dick Gast, Erin Redmond Claeys, Cristin Berkhausen, Jennifer Rice, Cameron Banninga, and Lindsay Steele-Idem.

**CALL TO ORDER:** President J. Stewart called the meeting to order at 7:05 a.m.

**APPROVAL OF MINUTES:** D. Gast moved to approve the Minutes from the August 12, 2014 meeting and the morning Term Day meeting on September 5, 2014. P. Dauster seconded the motion, which was approved unanimously by the committee.

**TREASURER'S REPORT:** P. Dauster reported that there was net income of \$6,309.07 for the month of September and \$27,750.15 for the third quarter. The loss from this year's Term Day was approximately \$1,200 greater than last year's loss. Mr. Dauster renewed the Home State Bank CD that matured in October for another six months. J. Rice moved to approve the Treasurer's Report, which was seconded by C. Banninga and approved unanimously by the committee.

**PRO BONO PROGRAM:** C. Banninga reported that there has been a good turn out for participating attorneys in the Trusts and Estates practice area. There has been moderate turnout by Domestic Relations attorneys, but poor participation by attorneys practicing in the area of Landlord/Tenant law. Mr. Banninga noted that the upcoming list serve will be narrowly tailored by practice area so as to not bombard all attorneys, and noted that the new intake list begin January 1, 2015. J. Stewart spoke on behalf of the Pro Bono Committee, and reported that there are approximately seventy people per year who need full representation by attorneys in their cases. The Committee plans to send out a survey to the LCBA membership to determine the reasons attorneys are not volunteering as a means to improve the program.

**YOUNG LAWYERS DIVISION:** E. Redmond Claeys discussed how the old website continues to appear in search results, but the new site will eventually replace it the more it is used. Ms. Redmond Claeys reported that it will cost \$300 per year for the attorney search feature to be added to the LCBA website. L. Stirman moved to approve the expense as a good benefit for the membership, and E. Redmond seconded, whereupon the motion was approved unanimously. C. Vlasak indicated that she would distribute a notice to the membership to opt out of the search function should they so choose, and members could update their practice areas and contact information on a yearly basis. C. Berkhausen expressed concern about abuse of the feature such as spamming or trolling, and Ms. Redmond Claeys stated that she would address the issue with the web administrator. She reported that there would be no meeting this month, as members are encouraged to instead attend this month's professionalism events and breakfasts.

**WOMEN'S BAR:** C. Berkhausen reported that the next LCWBA meeting would occur October 23, 2014, location to be determined. She also sought feedback on whether there were already enough CLEs on schedule for fall for the purposes of planning the group's next CLE.

**ACCESS TO JUSTICE:** Dick Gast reported that he is awaiting information regarding the costs of the Loveland self-help center's funding needs, such as DSL lines and printing cartridges, and asked if the group had an objection to funding these costs. J. Stewart moved to cover the expenses once the exact figure was received, which was seconded by P. Dauster and approved unanimously by the committee.

**CLE:** J. Stewart reported on behalf of R. Doak that there were several upcoming CLEs planned, including civil unions, ICCES filing training for criminal law cases and unbundled services training.

**FALL TERM DAY:** There was discussion about disappointment with the lack of attendance at the Term Day dinner by the judiciary and adhering to proper procedure during the Term Day meetings.

**ADJOURNMENT:** The meeting was adjourned by J. Stewart at 7:55 am.

**NEXT LARIMER COUNTY BAR ASSOCIATION EXECUTIVE COMMITTEE MEETING:** The next Executive Committee meeting will be held on November 11, 2014 at 7:00 a.m. at Café Bluebird.

Respectfully submitted,

Lindsay A. Steele-Idem, LCBA Secretary

LARIMER COUNTY BAR ASSOCIATION

FINANCIAL STATEMENTS

September 30, 2014

4:29 PM  
10/01/14  
Cash Basis

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

	Sep 30, 14
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Certificates of Deposit	
CD Home State #3002258 4/2	11,199.28
CD Home State #805038 10/10	27,681.69
Total Certificates of Deposit	38,880.97
Checking Accounts	
Home State Prem. Inv. 8047030	20,022.90
Legal Aid Account	34,337.73
Operating Account	65,324.31
Total Checking Accounts	119,684.94
Total Checking/Savings	158,565.91
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	160,040.91
<b>TOTAL ASSETS</b>	<b>160,040.91</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
30000 - Opening Balance Equity	132,290.76
Net Income	27,750.15
Total Equity	160,040.91
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>160,040.91</b>

4:29 PM  
10/01/14  
Cash Basis

Larimer County Bar Association  
Profit & Loss  
September 2014

	Sep 14
Income	
4200 · Dues Income	3,310.00
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
4450 · Interest Income	12.65
4500 · Ads - Messenger	50.00
Total Income	15,110.65
Expense	
5070 · Miscellaneous	500.00
5090 · Bench/Bar Luncheons	325.77
5200 · Access to Justice	
5210 · Internet access courthouse	110.78
Total 5200 · Access to Justice	110.78
5570 · Veterans Assistance Lunch	127.04
5610 · Web Site Expenses	2,000.00
5650 · Accounting Expense	500.00
5800 · Pro Bono	
5810 · Pro Bono - Wages	1,935.00
5830 · Pro Bono - Payroll Tax	199.17
5840 · Pro Bono - Payroll Services	32.00
5850 · Pro Bono - Cell Phone	33.63
5870 · Pro Bono - Internet	15.00
Total 5800 · Pro Bono	2,214.80
5900 · Fall Term Day Expenses	
5910 · Fall Term Day - Golf	920.56
5920 · Fall Term Day - Dinner	1,898.67
5990 · Fall Term Day Exp - other	203.96
Total 5900 · Fall Term Day Expenses	3,023.19
Total Expense	8,801.58
Net Income	6,309.07

**Larimer County Bar Association**  
**Profit & Loss**  
 July through September 2014

	Jul - Sep 14
<b>Income</b>	
4200 · Dues Income	36,195.00
4210 · COLTAF - Pro Bono Grant	9,423.00
4300 · Fall Term Day Income	
4310 · Golf	945.00
4320 · Term Day Dinner	1,370.00
<b>Total 4300 · Fall Term Day Income</b>	<b>2,315.00</b>
4450 · Interest Income	37.12
4500 · Ads - Messenger	100.00
4900 · Other Income	2,500.00
<b>Total Income</b>	<b>50,570.12</b>
<b>Expense</b>	
5070 · Miscellaneous	510.00
5090 · Bench/Bar Luncheons	325.77
5200 · Access to Justice	
5210 · Internet access courthouse	331.44
<b>Total 5200 · Access to Justice</b>	<b>331.44</b>
5450 · CLE - Other Seminars	10.00
5550 · Retreat Meeting	134.63
5560 · President's Dinner	1,738.23
5570 · Veterans Assistance Lunch	177.02
5610 · Web Site Expenses	4,000.00
5650 · Accounting Expense	500.00
5800 · Pro Bono	
5810 · Pro Bono - Wages	5,658.75
5830 · Pro Bono - Payroll Tax	526.04
5840 · Pro Bono - Payroll Services	96.00
5850 · Pro Bono - Cell Phone	100.67
5860 · Pro Bono - Brochures, Supplies	209.13
5870 · Pro Bono - Internet	45.00
5880 · Worker's Compensation Insurance	228.00
<b>Total 5800 · Pro Bono</b>	<b>6,863.59</b>
5900 · Fall Term Day Expenses	
5910 · Fall Term Day - Golf	920.56
5920 · Fall Term Day - Dinner	7,104.77
5990 · Fall Term Day Exp - other	203.96
<b>Total 5900 · Fall Term Day Expenses</b>	<b>8,229.29</b>
<b>Total Expense</b>	<b>22,819.97</b>
<b>Net Income</b>	<b>27,750.15</b>

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

	Sep 14	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
4200 · Dues Income	3,310.00	3,000.00	310.00	110.3%
4210 · COLTAF - Pro Bono Grant	9,423.00			
4300 · Fall Term Day Income		1,500.00	-555.00	63.0%
4310 · Golf	1,370.00	1,500.00	-130.00	91.3%
4320 · Term Day Dinner		3,000.00	-685.00	77.2%
<b>Total 4300 · Fall Term Day Income</b>	<b>2,315.00</b>	<b>3,000.00</b>	<b>-685.00</b>	<b>77.2%</b>
4450 · Interest Income	12.65	10.00	2.65	126.5%
4500 · Ads - Messenger	50.00	100.00	-50.00	50.0%
<b>Total Income</b>	<b>15,110.65</b>	<b>6,110.00</b>	<b>9,000.65</b>	<b>247.3%</b>
<b>Expense</b>				
5050 · Donations				
5051 · Donations - Other	0.00	50.00	-50.00	0.0%
<b>Total 5050 · Donations</b>	<b>0.00</b>	<b>50.00</b>	<b>-50.00</b>	<b>0.0%</b>
5070 · Miscellaneous	500.00	20.00	480.00	2,500.0%
5090 · Bench/Bar Lunches	325.77			
5200 · Access to Justice				
5210 · Internet access courthouse	110.78	110.00	0.78	100.7%
5220 · Courthouse printer supplies	0.00	15.00	-15.00	0.0%
5230 · Committee Lunches	0.00	100.00	-100.00	0.0%
<b>Total 5200 · Access to Justice</b>	<b>110.78</b>	<b>225.00</b>	<b>-114.22</b>	<b>49.2%</b>
5250 · Bank Service Charges	0.00	10.00	-10.00	0.0%
5450 · CLE - Other Seminars	0.00	100.00	-100.00	0.0%
5570 · Veterans Assistance Lunch	127.04			
5600 · Gifts, Memoriams	0.00	500.00	-500.00	0.0%
5610 · Web Site Expenses	2,000.00			
5650 · Accounting Expense	500.00			
5800 · Pro Bono				
5810 · Pro Bono - Wages	1,935.00	2,083.00	-148.00	92.9%
5830 · Pro Bono - Payroll Tax	199.17	175.00	24.17	113.8%
5840 · Pro Bono - Payroll Services	32.00	33.00	-1.00	97.0%
5850 · Pro Bono - Cell Phone	33.63	37.50	-3.87	89.7%
5870 · Pro Bono - Internet	15.00	15.00	0.00	100.0%
<b>Total 5800 · Pro Bono</b>	<b>2,214.80</b>	<b>2,343.50</b>	<b>-128.70</b>	<b>94.5%</b>

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

	Sep 14	Budget	\$ Over Budget	% of Budget
5900 · Fall Term Day Expenses				
5910 · Fall Term Day - Golf	920.56	2,000.00	-1,079.44	46.0%
5920 · Fall Term Day - Dinner	1,898.67	6,500.00	-4,601.33	29.2%
5990 · Fall Term Day Exp - other	203.96	300.00	-96.04	68.0%
Total 5900 · Fall Term Day Expenses	3,023.19	8,800.00	-5,776.81	34.4%
Total Expense	8,801.58	12,048.50	-3,246.92	73.1%
Net Income	6,309.07	-5,938.50	12,247.57	-106.2%



## Larimer County Bar Association

### Profit & Loss Budget vs. Actual

July through September 2014

	Jul - Sep 14	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
4160 · CLE Other Seminars	0.00	100.00	-100.00	0.0%
4200 · Dues Income	36,195.00	40,610.00	-4,415.00	89.1%
4210 · COLTAF - Pro Bono Grant	9,423.00			
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%
<b>Total 4300 · Fall Term Day Income</b>	<b>2,315.00</b>	<b>3,000.00</b>	<b>-685.00</b>	<b>77.2%</b>
4450 · Interest Income	37.12	30.00	7.12	123.7%
4500 · Ads - Messenger	100.00	200.00	-100.00	50.0%
4900 · Other Income	2,500.00	2,500.00	0.00	100.0%
<b>Total Income</b>	<b>50,570.12</b>	<b>46,440.00</b>	<b>4,130.12</b>	<b>108.9%</b>
<b>Expense</b>				
5050 · Donations				
5051 · Donations - Other	0.00	50.00	-50.00	0.0%
5100 · Senior Law Day Donation	0.00	1,500.00	-1,500.00	0.0%
<b>Total 5050 · Donations</b>	<b>0.00</b>	<b>1,550.00</b>	<b>-1,550.00</b>	<b>0.0%</b>
5070 · Miscellaneous	510.00	60.00	450.00	850.0%
5090 · Bench/Bar Luncheons	325.77	250.00	75.77	130.3%
5160 · Law Day Expenses	0.00	500.00	-500.00	0.0%
5200 · Access to Justice				
5210 · Internet access courthouse	331.44	330.00	1.44	100.4%
5220 · Courthouse printer supplies	0.00	50.00	-50.00	0.0%
5230 · Committee Lunches	0.00	200.00	-200.00	0.0%
<b>Total 5200 · Access to Justice</b>	<b>331.44</b>	<b>580.00</b>	<b>-248.56</b>	<b>57.1%</b>
5250 · Bank Service Charges	0.00	10.00	-10.00	0.0%
5350 · Ethics Seminar Expense	0.00	0.00	0.00	0.0%
5450 · CLE - Other Seminars	10.00	250.00	-240.00	4.0%
5500 · Messenger	0.00	0.00	0.00	0.0%
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	177.02	80.00	97.02	221.3%
5600 · Gifts, Memoriams	0.00	500.00	-500.00	0.0%
5610 · Web Site Expenses	4,000.00			
5650 · Accounting Expense	500.00	500.00	0.00	100.0%

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

	Jul - Sep 14	Budget	\$ Over Budget	% of Budget
5800 · Pro Bono				
5810 · Pro Bono - Wages	5,658.75	6,250.00	-591.25	90.5%
5830 · Pro Bono - Payroll Tax	526.04	525.00	1.04	100.2%
5840 · Pro Bono - Payroll Services	96.00	100.00	-4.00	96.0%
5850 · Pro Bono - Cell Phone	100.67	112.50	-11.83	89.5%
5860 · Pro Bono - Brochures, Supplies	209.13			
5870 · Pro Bono - Internet	45.00	45.00	0.00	100.0%
5880 · Worker's Compensation Insurance	228.00	250.00	-22.00	91.2%
5890 · Pro Bono - Other	0.00	25.00	-25.00	0.0%
<b>Total 5800 · Pro Bono</b>	<b>6,863.59</b>	<b>7,307.50</b>	<b>-443.91</b>	<b>93.9%</b>
5900 · Fall Term Day Expenses				
5910 · Fall Term Day - Golf	920.56	2,000.00	-1,079.44	46.0%
5920 · Fall Term Day - Dinner	7,104.77	7,000.00	104.77	101.5%
5990 · Fall Term Day Exp - other	203.96	300.00	-96.04	68.0%
<b>Total 5900 · Fall Term Day Expenses</b>	<b>8,229.29</b>	<b>9,300.00</b>	<b>-1,070.71</b>	<b>88.5%</b>
<b>Total Expense</b>	<b>22,819.97</b>	<b>22,537.50</b>	<b>282.47</b>	<b>101.3%</b>
<b>Net Income</b>	<b>27,750.15</b>	<b>23,902.50</b>	<b>3,847.65</b>	<b>116.1%</b>