

**MINUTES  
OF  
LARIMER COUNTY BAR ASSOCIATION  
EXECUTIVE COMMITTEE MEETING**

**Date: September 6, 2005**

**Location: Bluebird Café**

**ATTENDING:** Jeanne Drake, Dick Gast, David Johnson, Ian McCargar, Dan Muffly, Randy Starr, Cathy Vlasak and Josh Zugish.

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

**TREASURER'S REPORT:** David Johnson handed out the LCBA financial statements dated July 31, 2005 (copy attached to these minutes). David reported the pro bono account had a balance of \$9,129 (following receipt of the COLTAF grant of \$8,500), and the checking account had a balance of \$38,550. David also reported that he had filed the annual report with the Colorado Secretary of State to keep the LBCA in good standing.

**BOARD OF GOVERNERS:** Randy Starr reported that on the following CBA action:

- The CBA Executive Council voted to spend \$50,000 in support of the passage of Referenda C and C.
- The CBA Executive Council discussed the possibility of different membership levels, with one level to provide financial support for political causes.
- The CBA is accepting nominations for its slate of 2006-2007 officers and Board of Governors representatives.

**YOUNG LAWYERS:** Josh Zugish reported on the panoply of Young Lawyers Section activities:

- Call-A-Lawyer Night was held several weeks ago with five or six attorneys in attendance.
- Mocha Mondays will be starting up again in October.
- Jennifer Rice is working on a Practice Manual update.
- Frosty Fridays will recommence the end of September.
- Photographer/LCBA member Russ Sinnett is framing the photograph of the Larimer County courthouse that recently appeared on the cover of The Colorado Lawyer. The framed photograph will be presented at Term Day and will be hung in the courthouse.

**CONTINUING LEGAL EDUCATION:** Kathryn Lonowski has agreed to spearhead the effort to bring live CLE programs to Larimer County. She will report to the Executive Committee at the October meeting. The game plan is to put on at least one seminar by the end of 2005 and another seminar in 2006.

**TERM DAY:** Jeannie Drake went over the Term Day business meeting agenda featuring an all-star lineup of attorneys guaranteed to leave no stone unturned in reporting on LCBA activities. David Johnson indicated 33 golfers had signed up for the golf tournament, and 38 people had signed up for dinner at the Ptarmigan Country Club. The Committee members agreed to shake the trees to increase the dinner attendance, and Cathy Vlasak will send out an e-mail reminder to the Bar as well. Jeannie noted that the Spring Term Day is March 7, 2006.

**LIBRARY:** Head librarian Ian McCargar reported that the LCBA had purchased the Colorado Digest and Colorado Laws Annotated as additional library resources. The WestLaw representative has suggested the LCBA purchase the Colorado Jury Instructions (CJI). Since CJI is already available on the computer via Lois Law, it was decided not to spend the additional money on CJI (despite the prospect of free water bottles and calculators from the WestLaw representative at Term Day). The Library Committee will be preparing an inventory of library resources and a map showing where the resources are located.

**HURRICANE KATRINA RELIEF EFFORT:** The Executive Committee discussed the relief effort in the wake of Hurricane Katrina and whether the LCBA should make an Association contribution to that effort. Following discussion of the pros and cons of a contribution at the Association level, it was moved and seconded that the LCBA make a \$5,000 contribution to the American Bar Association Hurricane Katrina Relief Fund. The motion failed. Jeannie Drake will encourage LCBA members to make individual donations to the relief effort and provide a list of options for donors.

**ADJOURNMENT:** The meeting adjourned at 7:55 a.m.

Respectfully submitted,

  
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Richard S. Gast, Secretary

**LARIMER COUNTY BAR ASSOCIATION**

**Compiled Financial Statements**

**July 31, 2005**

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***CW Decker***  
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August 26, 2005

Larimer County Bar Association  
Fort Collins, Colorado

We have compiled the accompanying statement of assets, liabilities, and equity-cash basis of Larimer County Bar Association (a non-profit organization) as of July 31, 2005 and the related statements of revenue and expenses-cash basis for the one month then ended, and the accompanying supplementary information contained in the attached schedules for revenue and expenses by class, profit & loss- budget vs. actual, and the check detail, which are presented only for supplementary purposes in accordance with the Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements and supplementary schedules information that is the representation of the organization's management. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

Management has elected to omit substantially all of the disclosures required by Generally Accepted Accounting Principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Organization's financial position and results of operations. Accordingly, these financial statements are not designed for those who are not informed about such matters.



CW Decker and Company CPAs, PC

**Larimer County Bar Association**  
**Statement of Assets, Liabilities and Equity-Cash Basis**  
As of July 31, 2005

	Jul 31, 05
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking	
Legal Aid Account	2,200.87
General Checking Account	35,832.92
<b>Total Checking</b>	<b>38,033.79</b>
CD'S	
CD #3-Home State 11/27/05	25,793.87
CD #2-Home state 10/10/05	22,515.55
CD #4-FNB 02/07/06	57,932.10
<b>Total CD'S</b>	<b>106,241.52</b>
<b>Total Checking/Savings</b>	<b>144,275.31</b>
Other Current Assets	
Artwork	1,475.00
Deposits	250.00
<b>Total Other Current Assets</b>	<b>1,725.00</b>
<b>Total Current Assets</b>	<b>146,000.31</b>
<b>TOTAL ASSETS</b>	<b>146,000.31</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	151.41
<b>Total Other Current Liabiliti...</b>	<b>151.41</b>
<b>Total Current Liabilities</b>	<b>151.41</b>
<b>Total Liabilities</b>	<b>151.41</b>
Equity	
Retained Earnings	125,897.42
Net Income	19,951.48
<b>Total Equity</b>	<b>145,848.90</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>146,000.31</b>

See Accountants' Report

**Larimer County Bar Association**  
**Statement of Revenues and Expenses-Cash Basis by Class**  
 July 2005

	<u>General</u>	<u>Legal Aid</u>	<u>Library</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Dues-CBA	25,665.00			25,665.00
Interest Income	246.69	0.53		247.22
<b>Total Income</b>	<u>25,911.69</u>	<u>0.53</u>		<u>25,912.22</u>
<b>Expense</b>				
Bench/bar luncheons	104.43			104.43
Senior law day	2,000.00			2,000.00
Telephone -Library & computer			231.10	231.10
Phone-Legal Service		33.17		33.17
Books-Library			1,067.07	1,067.07
Bank Charges	12.11	10.00		22.11
Payroll Expenses		78.77		78.77
Copier-Library			434.13	434.13
Library book maintenance			571.43	571.43
Office	71.22	7.47		78.69
Wages		824.85		824.85
Retreat	64.99			64.99
Accounting Exp	450.00			450.00
<b>Total Expense</b>	<u>2,702.75</u>	<u>954.26</u>	<u>2,303.73</u>	<u>5,960.74</u>
<b>Net Ordinary Income</b>	<u>23,208.94</u>	<u>-953.73</u>	<u>-2,303.73</u>	<u>19,951.48</u>
<b>Net Income</b>	<u><u>23,208.94</u></u>	<u><u>-953.73</u></u>	<u><u>-2,303.73</u></u>	<u><u>19,951.48</u></u>

**Larimer County Bar Association**  
**Statement of Revenue and Expenses-Cash Basis**  
 July 2005

	<u>General</u>	<u>Legal Aid</u>	<u>Library</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Dues-CBA	25,665.00	0.00	0.00	25,665.00
Interest Income	246.69	0.53	0.00	247.22
<b>Total Income</b>	<u>25,911.69</u>	<u>0.53</u>	<u>0.00</u>	<u>25,912.22</u>
<b>Expense</b>				
Bench/bar luncheons	104.43	0.00	0.00	104.43
Senior law day	2,000.00	0.00	0.00	2,000.00
Telephone -Library & computer	0.00	0.00	231.10	231.10
Phone-Legal Service	0.00	33.17	0.00	33.17
Books-Library	0.00	0.00	1,067.07	1,067.07
Bank Charges	12.11	10.00	0.00	22.11
Payroll Expenses	0.00	78.77	0.00	78.77
Copier-Library	0.00	0.00	434.13	434.13
Library book maintenance	0.00	0.00	571.43	571.43
Office	71.22	7.47	0.00	78.69
Wages	0.00	824.85	0.00	824.85
Retreat	64.99	0.00	0.00	64.99
Accounting Exp	450.00	0.00	0.00	450.00
<b>Total Expense</b>	<u>2,702.75</u>	<u>954.26</u>	<u>2,303.73</u>	<u>5,960.74</u>
<b>Net Ordinary Income</b>	<u>23,208.94</u>	<u>-953.73</u>	<u>-2,303.73</u>	<u>19,951.48</u>
<b>Net Income</b>	<u><u>23,208.94</u></u>	<u><u>-953.73</u></u>	<u><u>-2,303.73</u></u>	<u><u>19,951.48</u></u>

See Accountants' Report

08/26/05

**Larimer County Bar Association**  
**Profit & Loss Budget vs. Actual**  
**July 2005**

	Jul 05	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Dues-CBA	25,665.00	3,333.34	22,331.66	769.9%
COLTAF-Legal Aid	0.00	541.67	-541.67	0.0%
Fall Term Day				
Golf	0.00	200.00	-200.00	0.0%
Dinner	0.00	83.34	-83.34	0.0%
Total Fall Term Day	0.00	283.34	-283.34	0.0%
Spring Term Day				
Golf	0.00	0.00	0.00	0.0%
Spring Term Day - Other	0.00	83.34	-83.34	0.0%
Total Spring Term Day	0.00	83.34	-83.34	0.0%
Professional Seminars	0.00	333.34	-333.34	0.0%
Interest Income	247.22	166.67	80.55	148.3%
Copier Cards Renewal	0.00	12.50	-12.50	0.0%
Ads/Messenger	0.00	25.00	-25.00	0.0%
Total Income	25,912.22	4,779.20	21,133.02	542.2%
Expense				
Bench/bar luncheons	104.43	66.67	37.76	156.6%
Access for justice	0.00	41.67	-41.67	0.0%
Senior law day	2,000.00	166.67	1,833.33	1,200.0%
Scholarship	0.00	270.84	-270.84	0.0%
Telephone -Library & compu...	231.10	208.34	22.76	110.9%
Phone-Legal Service	33.17	62.50	-29.33	53.1%
Software-Library	0.00	41.67	-41.67	0.0%
Books-Library	1,067.07	416.67	650.40	256.1%
Mock Trial	0.00	25.00	-25.00	0.0%
Computer hardware library	0.00	62.50	-62.50	0.0%
Bank Charges	22.11	20.84	1.27	106.1%
Payroll Expenses	78.77			
Copier-Library	434.13	350.00	84.13	124.0%
Brochures Pro Bono	0.00	16.67	-16.67	0.0%
Library book maintenance	571.43	791.67	-220.24	72.2%
Office	78.69	141.67	-62.98	55.5%
Malpractice Insurance	0.00	116.67	-116.67	0.0%
Wages	824.85	877.50	-52.65	94.0%
Payroll Taxes	0.00	83.34	-83.34	0.0%
Fall Term Day Exp				
Golf exp	0.00	225.00	-225.00	0.0%
Lunch	0.00	333.34	-333.34	0.0%
Fall Term Day Exp - Other	0.00	125.00	-125.00	0.0%
Total Fall Term Day Exp	0.00	683.34	-683.34	0.0%
Spring Term Day Exp	0.00	208.34	-208.34	0.0%
Professional Seminar Expen...	0.00	62.50	-62.50	0.0%
Messenger	0.00	25.00	-25.00	0.0%
Retreat	64.99	27.09	37.90	239.9%
Gifts	0.00	25.00	-25.00	0.0%
CLE	0.00	279.17	-279.17	0.0%
Accounting Exp	450.00	333.34	116.66	135.0%
Total Expense	5,960.74	5,404.67	556.07	110.3%
Net Ordinary Income	19,951.48	-625.47	20,576.95	-3,189.8%
<b>Net Income</b>	<b>19,951.48</b>	<b>-625.47</b>	<b>20,576.95</b>	<b>-3,189.8%</b>

See Accountants' Report