

**WASHINGTON COUNTY BAR ASSOCIATION
MINUTES FROM BOARD MEETING
FEBRUARY 3, 2016 - DRAFT**

MEETING LOCATION: Washington County Government Center, Law Library – rear large conference room.

CALL TO ORDER: Morrison called the meeting to order at 12:10 p.m.

ATTENDANCE/ROLL CALL: Nicholas Morrison, Michelle Schreifels, Mimi Hasselbalch, Susannah Torseth. Viet-Hanh Winchell appeared by telephone.

1) APPROVAL OF MINUTES:

Winchell moved to approve the January 2016 minutes. Seconded by Hasselbalch. Motion carried 4-0. Secretary Torseth abstained from voting.

2) TREASURER’S REPORT:

Treasurer Schreifels presented the treasurer’s report. The WCBA bank account as of January 11, 2016 is \$5,741.13. A check in the amount of \$270.00 was issued to Katelyn Bossany as reimbursement for Wild Apricot software. There are deposits that will be made before the next meeting. Treasurer Schreifels will be reviewing the possibility of payments through Paypal.

Hasselbalch moved to accept the Treasurer’s Report. Seconded by Schreifels. Motion carried 5-0.

3) MEMBERSHIP REPORT:

Winchell will be starting to draft an Excel worksheet of active WCBA members with a list she received from Linda Morrison. Winchell will give the list to Torseth, who will cross reference it with current applications and renewals for membership. Winchell believes she will be able to add the member list to the website so that the WCBA Board has access to it, but the general public does not. This should make modifications and emails to active/inactive members easier. Morrison suggested sending a letter regarding renewal to inactive members by March 1st of each year. If the member receiving the letter has not renewed by June 1st of each year, that individual will be listed as inactive.

4) SPRING FLING SOCIAL EVENT:

Torseth reported that she has received 8 RSVPs. Judge Martin has offered to provide wine and beer, and will make food if it is purchased and provided to her. The Board agreed it would be easier to purchase food that does not need significant preparation. Judge Martin may need reimbursement for paper products (paper plates, napkins, etc). Judge Martin anticipates having some teenagers to help with coats and as servers. All members of the Board offered to help as needs arise during the event. The flyer will be sent out again by email prior to the event by Winchell or Torseth, and will request that all RSVPs be submitted by February 15th to help with purchasing the right amount of food and beverages. The Board discussed sending the flyer to a few local law firms.

5) **CHARITY GOLF TOURNAMENT:**

Morrison has been speaking with golf courses and would like to set a date as soon as possible. It is easier to schedule Friday or Monday dates for golf tournaments. Morrison prefers a Saturday tournament. After discussion, it was determined by the Board that a Friday tournament would be preferable, but there could be concern of attendance if many judges are attending. Morrison will speak with some judges to determine the likelihood of the number of judges that would participate in the tournament, and will schedule a date prior to the next WCBA meeting. There was a brief discussion of including a CLE for non-golfers to boost attendance, but it was decided this would be too difficult to incorporate due to timing issues with the end of the tournament, a silent auction, raffle and dinner. Morrison explained his idea that the tournament would start at noon, and would end with a dinner. The dinner would include awards, a raffle and silent auction. Morrison also wants to approach law firms to sponsor individual holes for \$100 each to provide funds to purchase gifts for the awards, the sponsoring firm would have a sign next to the hole. Morrison offered to obtain many of the awards and seek donations for the event. Morrison is hoping for 10 teams. There was discussion that the charity element needs to be highlighted, that the funds raised will go to help the law library. Morrison said he would need Hasselbalch's help with the flyer. Hasselbalch expressed concern that there is sufficient ability of the board to properly advertise and execute a golf tournament, raffle, silent auction and dinner. Morrison believes it can be done and has potential to raise a significant amount of money for the law library. Hasselbalch requested Morrison provide a chronological agenda for the Board, and Morrison agreed to have one prepared by the next meeting. There was discussion of a reduced entry fee for participants who only wish to attend the dinner and not enter in the tournament.

6) **OFFICER ROLES:**

Morrison stated that there is no specific role listed in the bylaws for the Member at Large.

7) **WEBSITE:**

Discussion of incorporating biographies for the board members onto the website, including a photo. Goal was set to provide a short biography and photo to Morrison by February 19th. Schreifels volunteered to review and edit the biographies so they look uniform on the website. Discussion of having a future committee meeting regarding the website, no date was set for this.

8) **NEW BUSINESS:** Members discussed intention to plan more frequent social hours and CLEs in the next year.

8) **NEXT MEETING:** **March 9, 2016 at 12:00 p.m.** Members discussed setting regular meetings on the first Wednesday of each month starting at 12:00 p.m., beginning in April.

9) **ADJOURN:** Schreifels moved to adjourn at 1:25 p.m. Seconded by Winchell. Motion carried 5-0.

Submitted by: Susannah Torseth