

GENERAL SESSION MINUTES
Idaho State Bar Board of Commissioner
January 13, 2023
Boise, Idaho

President Kristin Bjorkman called the business meeting of the Board of Commissioners of the Idaho State Bar to order at 12:25 p.m. at the Law Center, in Boise, Idaho. In attendance at the meeting were Commissioners Gary Cooper, Laird Stone, Jillian Caires, and Mary York, Bar Counsel Joe Pirtle, Deputy Bar Counsel Julia Crossland, Associate Director Maureen Braley, Program and Education Director Teresa Baker, Communications Director Lindsey Welfley, and Executive Director Diane Minnich, who acted as secretary.

EXECUTIVE SESSION

Consistent with the authority granted in Idaho Code §3-408, and under the supervisory power of the Idaho Supreme Court and acting as an agency thereof for purposes of Idaho Code §74-202(4)(a), it was moved, seconded, and passed that the Board move into a confidential session to discuss matters involving admissions and professional discipline as provided under Idaho Bar Commission Rules 223 and 521. It was also moved, seconded and passed, after an aye vote was recorded from each Commissioner, to move into Executive Session pursuant to Idaho Code §74-101819206(1)(d) and (f), to: (1) review personal records of attorneys for licensing purposes; (2) consider information obtained as part of an inquiry into an individual's fitness to practice law; and (3) discuss with legal counsel pending and/or potential litigation.

GENERAL BUSINESS

Minutes – It was moved, seconded, and passed to approve the minutes of the December 9, 2022 Board of Commissioners meeting as submitted.

Strategic Plan Discussion – The Commissioners discussed approval and implementation of the plan as proposed. The Commissioners were provided with information from staff on current activities and functions, specifically those that align with the proposed strategic plan activities. It was moved, seconded, and passed, to approve the plan as revised. The Commissioners agreed that given the programs and activities already in place, implementation is underway. They agreed to commit to increasing focus on three areas that have been identified: diversity and inclusion, well-being activities and the Heritage Project. Commissioner York is working with the Diversity Section to determine three diversity goals for implementation. The Commissioners will consider appointing a standing committee on lawyer well-being. The Commissioners plan to work with the law school on the Heritage Project, which will focus on encouraging lawyers to practice in rural areas of the state. The Commissioners agreed that more information should be provided on section activities and programs. The Commissioners also decided that each Commissioner should set up individual meetings with lawyers in their districts and attend district bar events. The strategic plan initiatives should be a regular agenda item at future meetings.

Judicial Council Appointment – The Commissioners were provided with an email from Judge Brudie, the Judicial Council Executive Director, regarding the appointment of a member to replace Bruce Owens, whose term on the Council expires in June 2023. The Commissioners agreed to

follow the Idaho State Bar plan adopted by the Commissioners for appointments to the Idaho Judicial Council.

Idaho Code Commission – The Executive Director reported that the term of one of the current members nominated by the bar to the Idaho Code Commission expired in December 2022. The member, Jill Holinka, is willing to continue to serve if nominated and appointed. The Commissioners agreed to place a notice in the e-Bulletin and on the website regarding the position. The Commissioners will consider candidates at the next meeting.

2023 BOC Meeting Schedule – The Commissioners were provided with the 2023 schedule of meetings and events.

FINANCIAL REPORTS

Financial Reports – The Commissioners were provided with the November 2022 financial reports. As of November, 91.7% of the income was received, and 92% of the expenses incurred. The financials indicate that the bar will have a net loss at the end of 2022. The deviation from the projected budget is mainly attributed to unrealized losses on investments, increase in staff costs due to the retirement/replacement of Bar Counsel and the Controller, and a less licensing revenue than budgeted.

2023 Proposed Budget – The Commissioners were provided with the proposed 2023 budget. The Executive Director reviewed the funds, projected increases and decreases in revenue and expenses. The budget anticipates that expenses will exceed revenue by about \$146,000. The Executive Director noted that the bar has not had an increase in license fees since 2011/2012. During that time expenses have increased, and the main source of revenue has not increased. This results in the eventual expenses being more than revenue. After discussion it was moved, seconded, and passed to approve the 2023 budget as proposed, including the proposed capital expenditures.

2022 Auditors Engagement Letter – The Commissioners were provided with the proposed Auditor's engagement letter for the audit of the 2022 ISB financials. Bar Counsel recommended one amendment to the letter. The Executive Director agreed to request Eide Bailly make the amendment. It was moved, seconded, and passed to accept the Eide Bailly Auditors' engagement letter with the proposed change by Bar Counsel.

MEMBER SERVICES

Letters and news clippings for the past month were provided in PDF format to the Commissioners.

The meeting adjourned at 2:00 p.m.

Respectfully submitted,

Diane K. Minnich
Executive Director