

## Agenda

Friday December 14, 2018

1. Roll Call
2. Review of Minutes from November Meeting  
\*\*Action item- vote to approve minutes
3. Review of Financials  
\*\*Action item- vote to approve financials
4. Committee Reports

Seat 1. National Conferences.  
Chair: Wendy Powell  
Members: Jennifer Brumley

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Seat 2. October CLE. \*\*We cannot use 10/25/19. There is a statewide CLE that day\*\*  
Chair: Renee Karel  
Members: Regan Charlton, Sarah Mello

Seat 3. Other CLEs.  
Chair: Jennifer Roark  
Members: Sarah Mello, Regan Charlton

Seat 4. Legislative Update.  
Chair: Mackenzie Whatcott  
Members: Kimberli Stretch, Doug Leavitt

Seat 5. Publications. \*\* Per Fred- No report \*\*  
Chair: Fred Zundel  
Members: Mackenzie Whatcott, Jennifer Schindele

Seat 6. Technology.  
Chair: Doug Leavitt  
Members: Renee Karel (monitor List Serve)

Seat 7. District Support.  
Chair: Sarah Mello  
Members: Jen Brumley

Seat 8. Resources.  
Chair: Sarah Mello  
Members: Fred Zundel, Kimberli Stretch

Seat 9. Special Projects and Awards/Family Law Award of Distinction.

Chair: Jennifer Schindele

Members: Doug Leavitt, Mackenzie Whatcott, Sarah Mello

Seat 10. Community Service.

Chair: Jennifer Schindele

Members: Regan Charlton, Doug Leavitt

5. Old Business

6. New Business

Discuss 2019 Budget and carryover

7. Adjourn

\*\*Action item- vote to adjourn meeting

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**FAMILY LAW SECTION of  
IDAHO STATE BAR  
As of December 31, 2016, 2017 & 10/31/2018**

<u>Year Ended 2016</u>	<u>Year Ended 2017</u>		<u>Actual Oct 2018</u>	<u>Budget 2018</u>	<u>Variance-- Favorable (Unfavorable)</u>
<b><u>INCOME STATEMENT</u></b>					
<b>REVENUE (NON-CLE)</b>					
8,530	8,670	Dues	8,655	8,600	55
0	0	Donations	0	0	0
0	0	Special event revenue	0	0	0
0	0	Other income	0	0	0
<u>8,530</u>	<u>8,670</u>	<b>TOTAL NON-CLE REVENUE</b>	<u>8,655</u>	<u>8,600</u>	<u>55</u>
<b>EXPENSE (NON-CLE)</b>					
2,274	2,187	Administrative fee to ISB	1,656	2,625	969
22	21	Postage	27	25	(2)
26	73	Copies	19	50	31
14	0	Supplies	0	50	50
1,236	5,720	Conference travel	3,413	6,000	2,587
2,065	2,866	Governing Board Committee	2,586	3,000	414
0	0		0	200	200
0	0	Dues & publications	0	400	400
551	408	Bank & credit card fees	346	350	4
760	645	Website	897	800	(97)
0	0	Special event expense	356	300	(56)
8,500	1,200	Donations	0	2,500	2,500
1,500	1,500	Sponsorships	2,000	1,500	(500)
45	54	Awards, gifts & scholarships	29	100	72
0	0	Other	0	0	0
<u>16,995</u>	<u>14,674</u>	<b>TOTAL NON-CLE EXPENSE</b>	<u>11,327</u>	<u>17,900</u>	<u>6,573</u>
<b>CLE, RECORDED PROGRAMS &amp; PUBLICATIONS:</b>					
<b><u>Revenue:</u></b>					
15,680	12,414	CLE registrations	22,480	20,000	2,480
5,195	1,795	Publications	2,520	2,000	520
1,135	0	Recorded programs	0	1,000	(1,000)
3,514	2,486	Royalties	2,611	1,500	1,111
<u>25,524</u>	<u>16,695</u>	<b>CLE Revenue</b>	<u>27,611</u>	<u>24,500</u>	<u>3,111</u>
<b><u>Expense:</u></b>					
9,634	8,421	CLE seminar expense	2,331	10,000	7,669
3,848	4,121	CLE administrative fee paid to ISB	690	4,000	3,310
0	1,204	Publication expense	0	1,000	1,000
50	100	Recorded program expense	0	100	100
<u>13,532</u>	<u>13,846</u>	<b>CLE Expense</b>	<u>3,021</u>	<u>15,100</u>	<u>12,079</u>
<u>11,992</u>	<u>2,850</u>	<b>NET CLE INCOME (LOSS)</b>	<u>24,590</u>	<u>9,400</u>	<u>15,190</u>
<u><u>3,527</u></u>	<u><u>(3,154)</u></u>	<b>NET INCOME (LOSS)</b>	<u><u>21,918</u></u>	<u><u>100</u></u>	<u><u>21,818</u></u>

FAMILY LAW SECTION of  
IDAHO STATE BAR  
As of December 31, 2016, 2017 & 10/31/2018

<u>Year Ended 2016</u>	<u>Year Ended 2017</u>		<u>Actual Oct 2018</u>	<u>Budget 2018</u>	<u>Variance-- Favorable (Unfavorable)</u>
<b><u>BALANCE SHEET</u></b>					
<b>ASSETS</b>					
23,883	23,571	Cash and cash equivalents	35,653		
0	1,364	Accounts receivable	0		
12,192	2,436	Due from (to) other funds	12,318		
<u>333</u>	<u>433</u>	Prepaid expenses	<u>0</u>		
<u><u>36,408</u></u>	<u><u>27,804</u></u>	<b>TOTAL ASSETS</b>	<u><u>47,971</u></u>		
<b>LIABILITIES AND FUND BALANCE</b>					
<b>LIABILITIES</b>					
5,000	0	Accounts payable	0		
<u>2,200</u>	<u>1,750</u>	Deferred revenue	<u>0</u>		
7,200	1,750	<b>TOTAL LIABILITIES</b>	0		
<b>FUND BALANCE</b>					
25,681	29,208	Beginning fund balance	26,054		
<u>3,527</u>	<u>(3,154)</u>	Current year income (loss)	<u>21,918</u>		
<u><u>29,208</u></u>	<u><u>26,054</u></u>	<b>TOTAL FUND BALANCE</b>	<u><u>47,971</u></u>		
<u><u>36,408</u></u>	<u><u>27,804</u></u>	<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<u><u>47,971</u></u>		

**FAMILY LAW SECTION of  
IDAHO STATE BAR  
As of December 31, 2016, 2017 & 11/30/2018**

<u>Year Ended 2016</u>	<u>Year Ended 2017</u>		<u>Actual Nov 2018</u>	<u>Budget 2018</u>	<u>Variance-- Favorable (Unfavorable)</u>
<b><u>INCOME STATEMENT</u></b>					
		<b>REVENUE (NON-CLE)</b>			
8,530	8,670	Dues	8,655	8,600	55
0	0	Donations	0	0	0
0	0	Special event revenue	0	0	0
<u>0</u>	<u>0</u>	Other income	<u>0</u>	<u>0</u>	<u>0</u>
<b>8,530</b>	<b>8,670</b>	<b>TOTAL NON-CLE REVENUE</b>	<b>8,655</b>	<b>8,600</b>	<b>55</b>
		<b>EXPENSE (NON-CLE)</b>			
2,274	2,187	Administrative fee to ISB	2,074	2,625	551
22	21	Postage	40	25	(15)
26	73	Copies	20	50	30
14	0	Supplies	0	50	50
1,236	5,720	Conference travel	3,413	6,000	2,587
2,065	2,866	Governing Board Committee	3,240	3,000	(240)
0	0		0	200	200
0	0	Dues & publications	0	400	400
551	408	Bank & credit card fees	580	350	(230)
760	645	Website	997	800	(197)
0	0	Special event expense	356	300	(56)
8,500	1,200	Donations	0	2,500	2,500
1,500	1,500	Sponsorships	2,000	1,500	(500)
45	54	Awards, gifts & scholarships	36	100	65
<u>0</u>	<u>0</u>	Other	<u>0</u>	<u>0</u>	<u>0</u>
<b>16,995</b>	<b>14,674</b>	<b>TOTAL NON-CLE EXPENSE</b>	<b>12,755</b>	<b>17,900</b>	<b>5,145</b>
<b>CLE, RECORDED PROGRAMS &amp; PUBLICATIONS:</b>					
		<b><u>Revenue:</u></b>			
15,680	12,414	CLE registrations	26,880	20,000	6,880
5,195	1,795	Publications	2,520	2,000	520
1,135	0	Recorded programs	0	1,000	(1,000)
<u>3,514</u>	<u>2,486</u>	Royalties	<u>2,611</u>	<u>1,500</u>	<u>1,111</u>
<b>25,524</b>	<b>16,695</b>	<b>CLE Revenue</b>	<b>32,011</b>	<b>24,500</b>	<b>7,511</b>
		<b><u>Expense:</u></b>			
9,634	8,421	CLE seminar expense	10,935	10,000	(935)
3,848	4,121	CLE administrative fee paid to ISB	3,110	4,000	890
0	1,204	Publication expense	0	1,000	1,000
<u>50</u>	<u>100</u>	Recorded program expense	<u>300</u>	<u>100</u>	<u>(200)</u>
<b>13,532</b>	<b>13,846</b>	<b>CLE Expense</b>	<b>14,345</b>	<b>15,100</b>	<b>755</b>
<b>11,992</b>	<b>2,850</b>	<b>NET CLE INCOME (LOSS)</b>	<b>17,666</b>	<b>9,400</b>	<b>8,266</b>
<u><b>3,527</b></u>	<u><b>(3,154)</b></u>	<b>NET INCOME (LOSS)</b>	<u><b>13,566</b></u>	<u><b>100</b></u>	<u><b>13,466</b></u>

FAMILY LAW SECTION of  
IDAHO STATE BAR  
As of December 31, 2016, 2017 & 11/30/2018

<u>Year Ended 2016</u>	<u>Year Ended 2017</u>		<u>Actual Nov 2018</u>	<u>Budget 2018</u>	<u>Variance-- Favorable (Unfavorable)</u>
<b><u>BALANCE SHEET</u></b>					
<b>ASSETS</b>					
23,883	23,571	Cash and cash equivalents	27,298		
0	1,364	Accounts receivable	0		
12,192	2,436	Due from (to) other funds	12,089		
333	433	Prepaid expenses	333		
<u>36,408</u>	<u>27,804</u>	<b>TOTAL ASSETS</b>	<u>39,720</u>		
<b>LIABILITIES AND FUND BALANCE</b>					
<b>LIABILITIES</b>					
5,000	0	Accounts payable	0		
<u>2,200</u>	<u>1,750</u>	Deferred revenue	<u>100</u>		
7,200	1,750	<b>TOTAL LIABILITIES</b>	100		
<b>FUND BALANCE</b>					
25,681	29,208	Beginning fund balance	26,054		
<u>3,527</u>	<u>(3,154)</u>	Current year income (loss)	<u>13,566</u>		
<u>29,208</u>	<u>26,054</u>	<b>TOTAL FUND BALANCE</b>	<u>39,620</u>		
<u>36,408</u>	<u>27,804</u>	<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<u>39,720</u>		

## Wendy M. Powell

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**From:** Mahmood Sheikh <msheikh@isb.idaho.gov>  
**Sent:** Thursday, December 6, 2018 10:01 AM  
**To:** 'wendy@wmpowell-lawpllc.com'; 'jen@adbattorneys.com'; 'sarah@mellolawfirm.com'; 'team1@idahoattys.com'  
**Subject:** Family Law Section Carryover Calculation

### Practice Section Carryover Calculation

Projected Balance -

12/31/2018

Membership –

12/1/2018

SECTION	NO. OF MEMBERS	ALLOWABLE CARRYOVER	PROJECTED YEAR END BALANCE	D
Family Law	373	\$27,975	\$40,560	

The illustration above showcases the Family Law Section is projected to end the 2018 calendar year over the allowable carryover amount by \$12,585.

Under the Idaho State Bar Policy of Funding Sections, the Section has until December 31<sup>st</sup> to spend down the overage. A section may request a waiver of the deadline if a request is made in writing to the Board of Commissioners with a reason for the waiver and a plan, including timeline, for use of the funds. Requests for a waiver shall not be unreasonably withheld.

Between now and December 31<sup>st</sup> the Section has two options:

- 1) Spend down the overage by appropriating funds to law related projects, initiatives or entities.
- 2) Await final year end financials (provided in mid-late January 2019) and proceed with a written formal plan to the Board of Commissioners highlighting how the Section plans to spend down those funds.

If option #2 is chosen, the Board of Commissioners kindly requests the written plan be submitted to [msheikh@isb.idaho.gov](mailto:msheikh@isb.idaho.gov) by 5:00 pm (MT) on Friday, February 8. The matter will be considered at their February 22, 2019, meeting.

Please let me know if you have any questions. I am here to assist you throughout this process. Many thanks for your service to the Family Law Section and for all you do to advance the mission of the Idaho State Bar as a whole.

#### Mahmood U. Sheikh | Deputy Executive Director

Idaho State Bar / Idaho Law Foundation, Inc.

525 W. Jefferson Street, Boise, ID 83702 | P.O. Box 895, Boise, ID 83701

(208) 334-4500 ext. 8888 | Fax: (208) 334-4515 | [www.isb.idaho.gov](http://www.isb.idaho.gov) | [www.idaholawfoundation.org](http://www.idaholawfoundation.org)

[msheikh@isb.idaho.gov](mailto:msheikh@isb.idaho.gov)

## Wendy M. Powell

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**From:** Dayna Ferrero <DFerrero@isb.idaho.gov>  
**Sent:** Monday, December 3, 2018 11:22 AM  
**To:** wendy@wmpowell-lawpllc.com  
**Cc:** Mahmood Sheikh  
**Subject:** FW: ISB Family Law Section

Hi Wendy – please plan to dial-in as the HOST for this meeting using the following numbers:

888-706-6468  
Host Code: 6001894

Thank you,

Dayna Ferrero

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**From:** Idaho State Bar  
**Sent:** Monday, December 3, 2018 11:21 AM  
**To:** Idaho State Bar  
**Subject:** ISB Family Law Section

You are invited to participate in the next phone conference business meeting for the ISB Family Law Section. The phone conference business meeting is scheduled for **Friday, December 14, 2018 at NOON (Mountain Time)**. The toll free conference call dial in number is 888-706-6468 participant code 9566983.

*\*\*\*This message has been sent to members of the Family Law Section at the request of Section Chair. The Idaho State Bar sends email messages to its members on issues and events directly connected to the Idaho State Bar and the Idaho Law Foundation only.\*\*\**



**FAMILY LAW SECTION of  
IDAHO STATE BAR  
Budget Worksheet (2019)**

2016	2017		2018				2019 Budget	
			Actual Through Oct 31	Projected Nov	Projected Dec	Total Projected		Budget
		<b>REVENUE (NON-CLE)</b>						
8,530	8,670	Dues	8,655	0	0	8,655	8,600	8,655
0	0	Donations	0	0	0	0	0	0
0	0	Special event revenue	0	0	0	0	0	0
0	0	Special project revenue	0	0	0	0	0	0
0	0	Grant revenue	0	0	0	0	0	0
0	0	Other income	0	0	0	0	0	0
<b>8,530</b>	<b>8,670</b>	<b>TOTAL NON-CLE REVENUE</b>	<b>8,655</b>	<b>0</b>	<b>0</b>	<b>8,655</b>	<b>8,600</b>	<b>8,655</b>
		<b>EXPENSE (NON-CLE)</b>						
2,274	2,187	Administrative fee to ISB	1,656	178	178	2,012	2,625	2,062
22	21	Postage	27	1	3	31	25	35
26	73	Copies	19	24	1	44	50	50
14	0	Supplies	0	0	0	0	50	50
1,236	5,720	Conference travel	3,413	0	0	3,413	6,000	6,000
2,065	2,866	Governing Board	2,586	200	200	2,986	3,000	3,000
0	0	Committee	0	0	0	0	200	0
0	0	Dues & publications	0	0	0	0	400	0
551	408	Bank & credit card fees	346	23	23	392	350	400
760	645	Website	897	39	0	936	800	950
0	0	Special event expense	356	0	0	356	300	400
8,500	1,200	Donations	0	0	0	0	2,500	2,500
1,500	1,500	Sponsorships	2,000	0	0	2,000	1,500	2,000
45	54	Awards, gifts & scholarships	29	7	0	36	100	100
0	0	Special project expense	0	0	0	0	0	0
0	0	Other	0	0	0	0	0	0
<b>16,993</b>	<b>14,674</b>	<b>TOTAL NON-CLE EXPENSE</b>	<b>11,329</b>	<b>472</b>	<b>405</b>	<b>12,206</b>	<b>17,900</b>	<b>17,547</b>
		<b>CLE, RECORDED PROGRAMS &amp; PUBLICATIONS:</b>						
		<u>Revenue:</u>						
15,680	12,414	CLE registrations	22,480	0	0	22,480	20,000	20,000
0	0	Exhibitors	0	0	0	0	0	0
0	0	Sponsorships	0	0	0	0	0	0
5,195	1,795	Publications	2,520	0	0	2,520	2,000	2,500
1,135	0	Recorded programs	0	0	0	0	1,000	0
3,514	2,486	Royalties	2,611	0	0	2,611	1,500	2,500
<b>25,524</b>	<b>16,695</b>	<b>CLE Revenue</b>	<b>27,611</b>	<b>0</b>	<b>0</b>	<b>27,611</b>	<b>24,500</b>	<b>25,000</b>
		<u>Expense:</u>						
9,634	8,421	CLE seminar expense	2,331	6,991	0	9,322	10,000	10,000
3,848	4,121	CLE administrative fee paid to ISB	690	0	0	690	4,000	1,000
0	1,204	Publication expense	0	0	0	0	1,000	0
50	100	Recorded program expense	0	500	0	500	100	500
<b>13,532</b>	<b>13,846</b>	<b>CLE Expense</b>	<b>3,021</b>	<b>7,491</b>	<b>0</b>	<b>10,512</b>	<b>15,100</b>	<b>11,500</b>
<b>11,992</b>	<b>2,849</b>	<b>NET CLE INCOME (LOSS)</b>	<b>24,590</b>	<b>(7,491)</b>	<b>0</b>	<b>17,099</b>	<b>9,400</b>	<b>13,500</b>
<b>3,529</b>	<b>(3,155)</b>	<b>NET INCOME (LOSS)</b>	<b>21,916</b>	<b>(7,963)</b>	<b>(405)</b>	<b>13,548</b>	<b>100</b>	<b>4,608</b>