

Appendix A

Last Meeting Minutes



Idaho State Bar Diversity Practice Section Meeting
July 28, 2023 12:00 MDT/11:00 PST
Location: ISB Offices & Zoom Video Conference

MINUTES

Attendance: L. Samuels, A. Courtney (in person), J. S. Dempsey, B. Bauges, W. Olson, J. Vantrella (in person), S. Ayers, K. Bratch

1. **Welcome and Call to Order at 12:02** – Leon Samuels, Chair
2. **Action Item: Approval of Past Meeting Minutes (May & June 2023 (Appendix A))** – Leon Samuels, Chair
 - a. S. Ayers moved to approve May and June minutes, W. Olson second, K. Bratch abstained, J. Vantrella abstained as to May minutes, motion carried without dissent.
3. **Financial Report Provided** —Anna Courtney, Secretary/Treasurer
4. **Update: Meeting Date/Candance Change** – Leon Samuels, Chair
 - a. Meetings have been changed to the third Thursday of every odd month. We will have an in person at the ISB Offices and Zoom option.
5. **Update & Discussion: Strategic Planning Session Debrief & Discussion of Draft Survey Questions** – L. Samuels, Chair
 - a. L. Samuels received a few questions from members for the survey.
 - b. Action items: L. Samuels and B. Bauges are to meet to draft survey, and then circulate to the membership. Plan is to finalize the survey at the September meeting and discuss implementation.
 - c. Section discussed ideas to solicit more questions and survey drafting. Section identified that goal is to hit a broad level.
 - i. Examples, this is our mission, what is the greatest need for you? What is the climate?
6. **Update & Discussion: ISB Diversity Initiatives** – L. Samuels, Chair

- a. ISB had request a formal presentation from the section on the initiatives. L. Samuels and J. Dempsey to meet with M. York on August 24, 2023.
- b. Prior Discussed Ideas
 - i. Diversity Taskforce
 - 1. L. Samuels provided an update on the goals of the taskforce. Goal is providing a body for attorneys to feel safe talking about experiences with discrimination and a place to address issues across the bar.
 - 2. Section revisited idea that LAP is not the appropriate body to take on this work, but are there resources/processes/structures that may assist in development LAP has put in place already.
 - ii. Diversity Fellowship
 - 1. L. Samuels provided an update on the Diversity Fellowship, modeled after the ABA Diversity Fellowships.
 - 2. Idea is to select 2-3 attorneys to be diversity fellows, allowed to attend the annual meeting and a state bar commissioner meeting, with costs covered, then serve on a panel or present CLE. Goal is to provide input to ISB.
 - iii. Mission Statement
 - 1. Section discussed asking the ISB to adopt a goal related to diversity.
 - 2. Question is: what the process is to amend the mission statement or the goals of the ISB.

7. Reminders:

- a. Next Meeting: Thursday, September 21, 2023
- b. Diversity Section Advocate Issue is March/April 2024
 - i. W. Olson is the lead for our section on this work.
 - ii. Articles will be due in January 2024.
 - 1. Ideas:
 - a. HB71
 - iii. W. Olson going to send out a request for articles.

- 8. Meeting Adjourned** at 12:40. J. Dempsey moved to adjourn, S. Ayers seconded, motion carried without dissent.

APPENDIX B

Financials

DIVERSITY SECTION of
IDAHO STATE BAR
As of December 31, 2021, 2022 & 6/30/2023

Year Ended 2021	Year Ended 2022		Actual Jun 2023	Budget 2023	Variance-- Favorable (Unfavorable)
INCOME STATEMENT					
		REVENUE (NON-CLE)			
1,675	1,745	Dues	1,600	0	1,600
500	35	Donations	0	0	0
0	0	Special event revenue	0	0	0
0	700	Grant revenue	0	0	0
45	0	Other income	0	0	0
<u>2,220</u>	<u>2,480</u>	TOTAL NON-CLE REVENUE	<u>1,600</u>	<u>0</u>	<u>1,600</u>
		EXPENSE (NON-CLE)			
1,391	1,028	Administrative fee to ISB	501	0	(501)
0	1	Postage	1	0	(1)
0	0	Copies	0	0	0
0	3	Supplies	0	0	0
0	21	Governing Board	8	0	(8)
34	6	Bank & credit card fees	0	0	0
0	4	Website	4	0	(4)
0	230	Special event expense	357	0	(357)
0	2,000	Donations	0	0	0
0	345	Grant expense	0	0	0
0	0	Other	0	0	0
<u>1,426</u>	<u>3,637</u>	TOTAL NON-CLE EXPENSE	<u>871</u>	<u>0</u>	<u>(871)</u>
CLE, RECORDED PROGRAMS & PUBLICATIONS:					
		<u>Revenue:</u>			
0	0	CLE registrations	0	0	0
0	0	Publications	0	0	0
0	0	Recorded programs	0	0	0
240	0	Royalties	0	0	0
<u>240</u>	<u>0</u>	CLE Revenue	<u>0</u>	<u>0</u>	<u>0</u>
		<u>Expense:</u>			
0	0	CLE seminar expense	0	0	0
0	0	CLE administrative fee paid to ISB	0	0	0
<u>0</u>	<u>0</u>	CLE Expense	<u>0</u>	<u>0</u>	<u>0</u>
240	0	NET CLE INCOME (LOSS)	0	0	0
<u>1,034</u>	<u>(1,157)</u>	NET INCOME (LOSS)	<u>729</u>	<u>0</u>	<u>729</u>

OF MEMBERS

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DIVERSITY SECTION of
IDAHO STATE BAR
As of December 31, 2021, 2022 & 6/30/2023

<u>Year Ended 2021</u>	<u>Year Ended 2022</u>		<u>Actual Jun 2023</u>	<u>Budget 2023</u>	<u>Variance-- Favorable (Unfavorable)</u>
<u>BALANCE SHEET</u>					
ASSETS					
4,411	2,596	Cash and cash equivalents	2,183		
0	0	Accounts receivable	0		
45	693	Due from (to) other funds	1,335		
<u>0</u>	<u>0</u>	Prepaid expenses	<u>0</u>		
<u>4,456</u>	<u>3,289</u>	TOTAL ASSETS	<u>3,518</u>		
LIABILITIES AND FUND BALANCE					
LIABILITIES					
0	0	Accounts payable	0		
<u>510</u>	<u>500</u>	Deferred revenue	<u>0</u>		
510	500	TOTAL LIABILITIES	0		
FUND BALANCE					
2,912	3,946	Beginning fund balance	2,789		
<u>1,034</u>	<u>(1,157)</u>	Current year income (loss)	<u>729</u>		
<u>3,946</u>	<u>2,789</u>	TOTAL FUND BALANCE	<u>3,518</u>		
<u>4,456</u>	<u>3,289</u>	TOTAL LIABILITIES & FUND BALANCE	<u>3,518</u>		