

Washington State Chapter of the FBA Monthly Meeting

February 8, 2021 Minutes

1. **Attendance:** Susan Pitchford presided, convening the meeting at 12 p.m. and concluding at 1 p.m. Also in attendance were Diane Butler, Joan Brady, Cynthia Rios, Scott Mannakee, Brenda George, and Cynthia Cartwright.
2. **Approval of Minutes:**
Cynthia Rios (hereafter “Cynthia R”) moved to approve the minutes, seconded by Diane Butler. After confirming that we had a quorum, the minutes were unanimously approved by Cynthia R, Diane, Susan and Joan. (Scott, Brenda, and Cynthia Cartwright (“Cynthia C”) joined the meeting after approval of the minutes).
3. **Officer Report:**
 - a. President’s Report – Susan Pitchford
 - i. Membership meeting – Susan reported on the Feb. 1 membership committee meeting.
 1. Draft plan – a draft membership plan was circulated among the membership group and preliminarily approved by that group.
 2. Dues – Susan has a call in to National Executive Director Stacy King to discuss dues items, including a potential waiver or 20% discount per the membership committee’s recommendations.
 - ii. Membership reports – Per a 9th Circuit report, Susan confirmed we have 34 dues-paid members to date, from which National will remit dues once we have established a bank account.
 - iii. Need to set up banking to receive funds (see below)
 - b. VP’s Report – Diane Butler reported that she is working on obtaining an IRS 501(c)(6) letter, in addition to having registered our chapter with the state, as a prerequisite to being able to set up our chapter’s bank account.
 - c. Secretary’s Report – Joan Brady reported that, for the foreseeable future, she will remain a FT employee of the Southern District of Ohio (and a member of the Ohio bar), despite her physical relocation to, and telecommuting practice from, WA state. She invited discussion on whether she should remain as Secretary, to the extent that it may appear odd to new members that she is a chapter leader with an Ohio office address. Susan reminded all that FBA guidelines permit any member to affiliate with any chapter based upon their residence or geographic location of practice. After brief discussion, Joan agreed to remain as Secretary at least through the end of her September term, at which time she/the Board will re-evaluate whether she should remain in a leadership position or step aside for a more locally-connected member to fill that role.

- d. Treasurer - Meliha Jusupovic – no report as we do not yet have a bank account, and Meliha was absent from today’s meeting.

4. **Liaisons:**

- a. WD Representative – open position. Diane has not yet heard back from her work colleague as to whether there is a particular member of the federal bar association of the Western District of Washington recommended to serve on our Board.
- b. ED Representative – open position. Susan has established contact with a Gonzaga University law school alumni member. She is hopeful he will get us closer to contacting Gonzaga grads who may have interest in serving in this role.
- c. Tribal Liaison – Cynthia C, newly elected to this position, sought input on ideas for serving in this role. Susan Pitchford suggested that the liaison ideally will promote dialogue between local and national initiatives, such as the annual Indian Law Conference (among many others) and what issues local WA tribes may wish to bring to the FBA’s attention.

Cynthia C asked if we could include a note of introduction in the Indian Law Conference materials to announce our existence and invite new members to join. All agreed with her focus on membership growth and outreach. Brenda George offered to work with Cynthia on this initiative, including drafting a note to be (hopefully) included in national Indian law materials, as well as in outreach to ATNI and NNALSA groups. Brenda also participates on a list-serve that includes inhouse counsel that may be useful for outreach.

Cynthia C will review the sample draft letters available from national (previously shared by Cynthia R) as well as Joan’s sample draft letter to the judges, and will work to draft a letter of introduction to tribal attorneys.

- d. Diversity & Inclusion Liaison’s Report – Cynthia R worked with Bryan Branon and submitted the final survey and preamble, along with essay materials for the Hon. Constance Baker Motley Diversity, Equity and Inclusion competition, to national for final review and approval.

In her additional role on the membership committee, Cynthia R reported very positive initial contact with Darrel Gardner, one of two national FBA 9th Circuit VPs (past president of Alaska chapter who has recently relocated to WA as the first CJA Supervising Attorney in the Eastern District). Cynthia will speak with Darrel again soon to roundtable ideas on recruitment, including how best to obtain mail/email lists and whether he would want to serve as Membership Chair of our chapter or can recommend someone for that position.

Cynthia R also reported on her participation in a recent Ninth Circuit Leadership conference call, at which FBA Membership Chair Ashley Aker presented on social media. Cynthia R asked whether the national website could be made more user-friendly to locate each chapter. Susan provided historical context on those efforts, which have previously been proposed but not (to date) put into effect. However, she suggested it may be helpful to re-propose to current national leadership. Susan also provided context on the amount of time required to maintain multiple social media accounts, having performed that role for the OR chapter. After discussion, the consensus was to focus our resources on establishing and maintaining a list-serve and linked in accounts at this time, leaving additional social media efforts to a future date.

- e. Younger Lawyers Liaison (Diane corrected the title of this position) - Brenda George continues her efforts to reach out to law schools and, as stated, will work with Cynthia C as well.

5. Committees and Projects:

- a. Programming – Diane suggested that we plan local programming in order to be able to advertise/ offer new members a reason to join. Susan agreed that future programming is important, and suggested that we pick a date in early fall for a first program TBD.
- b. Membership
 - i. Judicial Outreach – Joan has drafted a letter to recruit judges, which Susan will review prior to our next membership meeting.
 - ii. Lawyer Outreach – Susan proposed highlighting the essay contest and the Issues Agenda for the Government Relations Committee, which many lawyers may not be aware of, when recruiting new members. The Issues Agenda sets forth topical policies advocated by the non-partisan lobbying arm of the FBA, such as security for judges and their families after last year’s tragic murder of Judge Esther Salas’s son.
 - iii. Law Student Outreach (no additional discussion)
- c. Communications – no additional discussion other than as noted above with focus on the listserve and linked in. Greg McLawsen was absent today.

6. New Business:

No new business being noted, the next Board meeting is scheduled for March 8, 2021 at noon by webex.