

## **Washington State Chapter of the FBA Monthly Meeting**

### **Minutes of January 11, 2021**

#### **1. Attendance:**

President Susan Pitchford presided over the webex meeting, which began at 12:00 p.m. and concluded at 12:54 p.m. Also in attendance were Diane Butler, Joan Brady, Brenda George, Cynthia Rios, Greg McLawsen and Cynthia Cartright.

#### **2. Approval of Minutes:**

The December 14, 2020 Minutes were approved by unanimous vote.

#### **3. Bylaws and Open Officer Positions:**

- a. Bylaws (previously approved, no further action needed). Relating generally to this topic, the Board discussed the fact that each chapter is an affiliate of the National FBA and therefore does not need separate articles of incorporation. Diane registered our Chapter as required under WA law through 2021, with Susan, Diane and Joan currently listed as Governors.
- b. Secretary's Report – no report other than the minutes.
- c. Treasurer - Meliha Jusupovic (provisionally approved Dec. 2020) was unable to attend the January 11 meeting. Therefore, Susan provided the report.

Dues are set, charged and collected by National, but a portion of each member's national dues is remitted to the Chapter to which the national member belongs. There are no residency requirements for membership in a specific chapter; payment of National dues is the sole criteria. However, a chapter may charge an additional chapter-specific fee. If it does, that fee is also collected by National and remitted as a pass-through.

A chapter is not required to charge a separate fee and receives a portion of the national dues irrespective of any such fee. No chapter fee is assessed by our WA chapter, and none is planned at this time. National FBA dues are already higher than those charged by many other bar associations; Joan noted that her prior (Cincinnati) chapter never charged a separate Chapter fee. Given the in-person event limitations caused by the pandemic and our status as a newly formed Chapter, Susan previously had engaged in informal discussions with National about a possible "dues holiday" to encourage additional new members. However, there is no formal agreement with National concerning this issue.

The Chapter is still working to set up its initial bank account, but will do so with at least three persons listed on the account once funds are released from National. Most likely the Treasurer will be listed as the third signatory (along with the President and President-elect).

**4. Liaisons:**

- a. Federal Bar Assoc. of the WD of WA Representative – Diane Butler continues to be in close communication with her law firm colleague who is an immediate Past President of the Fed. Bar. Assoc. of the Western District chapter to identify a potential person who could fill this role on our Board.
- b. Fed. Bar Assoc. of the Eastern District Representative – Susan, a Gonzaga grad, is in the process of attempting to identify someone through her alma mater.
- c. Tribal Liaison – Cynthia Cartright spoke about her extensive work for the Lummi Nation, including as Director of the Office of the Reservation Attorney and work with the Lummi Indian Business Council, as well as the intersection of that work with other Tribes. Joan Brady nominated Cynthia as the new Tribal Liaison; Diane Butler seconded the motion and it carried by unanimous vote.
- d. Diversity & Inclusion Liaison’s Report – Cynthia Rios reported on her December meeting with FBA National Diversity Liaison, Bryan Branon. Following that meeting, in January 2021, Bryon and she continued to work on a membership survey and preamble during a joint meeting and collaboration with FBA-Southern District of New York Chapter. Our Chapter’s survey will be modeled on a similar survey to be distributed by the Southern District of New York chapter. Cynthia also reported on the Hon. Constance Baker Motley Diversity, Equity and Inclusion essay competition, and how that contest might receive additional promotion and support by our Chapter, whether through additional local awards or through other means. Susan shared her prior experience with the Oregon Chapter, which offered additional local awards and recognition to contest winners.
- e. New Lawyers Liaison - Brenda George reported her intention to reach out to all three accredited law schools (Gonzaga, Seattle University, and University of Washington).

**5. Committees and Projects:**

- a. Programming
  - i. Federal Rules – discussion tabled for future meeting
  - ii. Appellate Rules – discussion tabled for future meeting
- b. Membership

Susan suggested forming a subgroup devoted to membership issues. Diane (who already serves on the National membership committee, Joan, Cynthia Rios and Brenda George volunteered to meet with Susan separately to round table ideas.

- i. Judicial Outreach – Per FBA National guidelines, any federal judge may be nominated for free membership into the Chapter. Susan suggested that our subgroup target judicial membership soon.
    - ii. Lawyer Outreach – A brief discussion was held concerning the benefits of FBA membership, such as free CLE like the 2021 Civil Rights Étouffée. Diane suggested that individual Board members draft a template email/invitation to be used for this purpose. Susan proposed that ideas be further discussed within the newly formed membership subgroup.
    - iii. Law Student Outreach – see above for Brenda’s comments.
  - c. Communications
    - i. Digital Media - Greg McLawsen
      - 1. Gmail - the Chapter has already set up
      - 2. LinkedIn – Cynthia Rios moved for Greg to be authorized to formally set up LinkedIn and a Listserve on behalf of the Chapter; Joan Brady seconded, and the motion carried by unanimous vote. Greg immediately began the process of setting up the account and stated it should be completed by day’s end.
      - 3. Listserve – Greg reported that after exploring various options, the best available was to use the free listserv resources offered through our gmail account. Per the Board’s approval, he will work to set this up. Diane noted that the National website maintains 2 separate lists of members who reside or practice in WA (4 pages) vs those members who are assigned to the WA chapter (2 pages). The consensus was that the Listserve should use the larger list. Resolution of the apparent discrepancy was deferred to the membership subgroup.

Last, Greg reported that he had explored website options and quickly concluded that the National FBA’s website hosting platform is best. Under that platform, each chapter has a page/site that may be used as much as the Chapter desires. Susan proposed that in the near term, Greg work with National and Joan as needed to upload the existing approved minutes on our Chapter’s page. Greg also will ask National to upload the approved Bylaws.

Cynthia Rios pointed out that our WA chapter does not yet have its own “bubble” on the National website, an apparent technical oversight.

- ii. Print Media – brief discussion concerning publishing an occasional article in existing publications to announce the establishment of our newly formed state-wide FBA Chapter.

6. **New Business:**

- a. Next Meeting – February 8, 2021 at noon.
- b. Other (none except as noted above).