

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

### **May 10, 2021 Minutes**

1. **Attendance:** Susan Pitchford presided, convening the WebEx meeting at 12 p.m. and concluded at 12:52 p.m. Also in attendance were Diane Butler, Joan Brady, Cynthia Rios, Cynthia Cartwright, Scott Mannakee, and (prospective member) Miguel Mendez-Pintado.
2. **Approval of Minutes:** Upon motion, the April minutes were unanimously approved.
3. **Officer Report:**
  - a. President's Report – Susan Pitchford reported that all “snail mail” letters have been delivered to all federal judges (including immigration judges, magistrate judges, bankruptcy judges, district judges, and Ninth Circuit judges) located in the Eastern and Western Districts of Washington. She has not received any responses to those letters yet. She will follow up on one snail mail bounce back and will make follow-up telephone calls in the coming weeks to personally invite each judge to accept his/her honorary membership.

No letters have yet gone out to the general bar – Cynthia Rios is coordinating on this effort (see below for additional discussion).

Susan had a brief call concerning the Federal Litigation Section partnership for a Civil Rights CLE being organized by the Cleveland Chapter. Because the main organizers were not on the call, it will be rescheduled on a future date TBD.

Susan is still working with National FBA Membership Director Dominick Alcid to confirm the logistics of the 30% discount code that will be “active” for fall 2021 new members. The issue will be whether new members need to call in to National to have them manually apply the discount or whether there would be some option to apply that on-line. Existing FBA members are not eligible for the discount.

- b. President Elect's Report – Diane Butler reported on her attendance at the recent Capital Hill Day with Darrel Gardner. The virtual format meetings went well for the meetings they were able to secure – all staffers, no members of Congress, but the staffers were very attentive and several asked for follow-up materials. The meetings focused on federal security and making Immigration Judges Article I judges, as well as information about the FBA Foundation.

Diane is still working on IRS 501(c)(6) organization in order to complete the requirements needed to establish a bank account. She confirmed that her firm inadvertently submitted a 501(c)(3) (charitable organization) application initially, which has not been reviewed by the IRS, so she is working with the tax advisors of her firm to submit the correct (educational/bar association) form which will likely be much more quickly reviewed since it is more straightforward. Diane also was able to timely file our chapter's 990EZ non-profit tax return with the IRS.

- c. Secretary's Report – Joan Brady emailed approximately 20 law clerks in the Western District and followed up by phone with several; two of Magistrate Judge Fricke's law clerks expressed interest in future involvement with our chapter. Miguel Mendez-Pintado, Career Law Clerk to Judge Fricke, was able to listen in by phone in today's meeting. Payal Patel, incoming 2-year term clerk, also expressed interest.

Joan will send out similar introductory emails to the law clerks in the Eastern District within the coming weeks.

Joan explained that she has decided to step off the leadership ladder effective attend of this first year's term, which means that our Board will need to locate both a Secretary and Treasurer beginning October 1. Joan offered to stay on the Board in a non-leadership position if helpful, or otherwise to serve the chapter on any committees as appropriate.

- d. Treasurer – no report - Meliha Jusupovic did not attend – see Diane's report above on tax status so we can establish bank account and receive funds.

#### **4. Liaisons**

- a. WD Representative (none yet selected)
- b. ED Representative (none yet selected)
- c. Tribal Liaison – Cynthia Cartwright – reported that she has a working draft letter to go out to all prospective Indian/Tribal Law practitioners in the state but would like feedback prior to sending it out. Susan will review shortly and respond to Cynthia with any comments.
- d. Diversity & Inclusion Liaison and Affinity Bar Liaison Report – Cynthia Rios is still waiting for National's response/approval for the preamble, survey, and writing contest details.

On membership, Cynthia was able to obtain a Nationally sanctioned “logo” for our chapter. Cynthia also was able to secure the agreement of an HR employee in the Clerk’s office for the Eastern District of WA, Laurie Whitcomb (sp?), to send out an introductory/membership letter through the cm/ecf system on our behalf. Laurie has asked for a template – Cynthia will draft a shortened (and more tailored) letter from our new chapter than the longer “sample letter” included as part of National’s membership materials. She will then solicit input from Susan/Diane/Joan on her draft letter before forwarding for wider distribution. Cynthia remains hopeful that the WDWA District Court Executive/Clerk of Court William M. McCool will similarly authorize distribution of our letter to the WDWA cm/ecf list of attorneys.

Joan brought up the issue (previously noted by Diane) of the discrepancy between the National roster of FBA members who live/work in WA versus the smaller number who are assigned to our chapter. After discussion, Diane, Joan and Cynthia agreed to reach out with phone calls to the not-yet-assigned WA members to alert them to our existence and specifically invite them to allow reassignment by National to our WA chapter. The reassignment of chapters is handled by National and requires no additional payment of any dues, merely an email or phone notification. It benefits our chapter to get its membership list in order prior to the regular dues renewal date, since remittance of chapter dues from National is based upon membership at that time (October 1).

- e. New Lawyers Liaison - Brenda George (no report, did not attend)

**5. Committees and Projects:**

- a. Programming (no report)
- b. Membership (see above)
  - i. Communications - Greg McLawsen was unable to attend, Susan has reached out and will report back in June.

**6. New Business:**

- a. Next Meeting – June 14, 2021 WebEx at noon
- b. Other