

Governance Task Force
Minutes
November 8, 2012

Task Force members present: Steve Crossland (Chair); Rima Alaily; Paul Bastine; Ellen Dial; Lee Kerr (phone); Doug Lawrence; Carla Lee; and Hugh Spitzer. WSBA staff present: Paula Littlewood; Jean McElroy; and Margaret Shane.

Call to Order/Introduction

Chair Crossland called the meeting to order at 1:00 p.m.

Discussion of Task Force Business

Chair Crossland informed the Task Force that it must complete its business by July 2013. Ms. Littlewood and Ms. McElroy reported on the governance of other bar associations. The Task Force then had a general discussion on the role of the Board of a non-profit organization, the role of the Board in an integrated bar, and best practices. Brainstorming ensued regarding a potential “best practices” Board structure.

There were no action items.

Adjournment

The meeting was adjourned at 5:00 p.m. The next meeting will be on Monday, December 10, 2012, 2:00 p.m. – 4:00 p.m., at the WSBA offices in Seattle, Washington.

Governance Task Force

Minutes

December 10, 2012

Task Force members present: Steve Crossland (Chair); Rima Alaily; Paul Bastine; Ellen Dial; Doug Lawrence; Carla Lee, and Hugh Spitzer. Lee Kerr was not present. WSBA staff present: Paula Littlewood; Jean McElroy; and Margaret Shane.

Call to Order/Introduction

Chair Crossland called the meeting to order at 2:00 p.m.

Discussion of Task Force Business

Discussion centered on defining a goal for the Task Force and it was decided to focus on the structure and operation of the Board. It was suggested that the State Bar of California and the Public Development Authority be reviewed for comparison. Discussion then turned to clarifying areas in which the Board has an advisory role, areas in which it has control, and areas in which it is prohibited from taking action.

There were no action items.

Adjournment

The meeting was adjourned at 4:00 p.m. The next meeting will be on Tuesday, January 22, 2013, 8:30 a.m. – 12:00 p.m., at the WSBA offices in Seattle, Washington.

Governance Task Force

Minutes

January 22, 2013

Task Force members present: Steve Crossland (Chair); Rima Alaily; Paul Bastine; Ellen Dial; Lee Kerr; Doug Lawrence; and Hugh Spitzer. Carla Lee was not present. WSBA staff present: Paula Littlewood; Jean McElroy; and Margaret Shane.

Call to Order/Introduction

Chair Crossland called the meeting to order at 8:30 a.m.

Discussion of Task Force Business

Dates were agreed upon for future Task Force meetings, with the time for all meetings being 9:00 am – 2:00 pm:

- February 12
- March 11
- April 22
- May 20

Discussion and brainstorming was then held on a broad range of topics related to governance of non-profit organizations and integrated bars. Materials that would be helpful for the next meeting were discussed.

It was decided to form two subcommittees that would report their findings back the Task Force at its next meeting:

- Position Paper Subcommittee, chaired by Ms. Dial, to outline possible reasons why it might be a good idea to consider a change in the current governance structure
- Structure Subcommittee, chaired by Mr. Lawrence, to discuss ideas about what WSBA governance could look like based on “best practices”

There were no action items.

Adjournment

The meeting was adjourned at 12:00 p.m. The next meeting will be on Tuesday, February 12, 2013, 9:00 a.m. – 2:00 p.m., at the WSBA offices in Seattle, Washington.

Governance Task Force
Minutes
February 12, 2013

Task Force members present: Steve Crossland (Chair); Rima Alaily; Paul Bastine; Ellen Dial; Doug Lawrence; and Hugh Spitzer. Carla Lee and Lee Kerr were not present. WSBA staff present: Paula Littlewood and Jean McElroy. Others present: Michele Radosevich (WSBA President).

Call to Order/Introduction

Chair Crossland called the meeting to order at 9:00 a.m.

Discussion of Task Force Business

The subcommittees reported on their work since the prior Task Force meeting. Discussion ensued regarding makeup and functions of the Board, as well as input received from various interested parties.

There were no action items.

Adjournment

The meeting was adjourned at 1:00 p.m. The next meeting will be on Monday, March 11, 2013, 9:00 a.m. – 2:00 p.m., at the Perkins Coie offices in Seattle, Washington.

Governance Task Force

Minutes

March 11, 2013

Task Force members present: Rima Alaily (Chair); Paul Bastine; Steve Crossland; Ellen Dial; Lee Kerr; Doug Lawrence; and Hugh Spitzer. Nancy Isserlis and Carla Lee were absent. WSBA staff present: Paula Littlewood; Jean McElroy; and Margaret Shane. Others present: Steve Crossland (former Chair); Joe Dunn (CEO of the State Bar of California); Patrick Palace (WSBA President-elect); and Michele Radosevich (WSBA President).

Call to Order/Introduction

Former Chair Crossland called the meeting to order at 8:30 a.m.

Feedback from Board of Governors Meeting

Chair Alaily, Steve Crossland, and Paul Bastine reported on and discussed feedback on the work of the Task Force to date from the Board of Governors (BOG) at its March 8, 2013, meeting.

Former Chair Crossland also informed the Task Force that he had resigned as Chair and member of the Governance Task Force in order to devote his energies to other responsibilities. He also stated that President Radosevich had appointed Nancy Isserlis to the Task Force and appointed Rima Alaily as the new Chair of the Task Force. He noted that President Radosevich, at the March 8 BOG meeting, requested and received from the BOG the authority to appoint two additional members to the Task Force and indicated that she would make these appointments in the near future.

Guest Speaker: Joe Dunn, CEO of the State Bar of California

Former Chair Crossland introduced Joe Dunn, CEO of the State Bar of California, who gave a presentation on the recent governance changes made by the State Bar of California. At the direction of the State Legislature and with the concurrence of the Court, the State Bar of California is transitioning from a 23 member Board of "Governors," that includes 15 elected attorneys and six appointed public members, to a 19 member Board of "Trustees," that included six elected attorneys, seven appointed attorneys (by the Supreme Court and State Legislature),

and six appointed public members. Throughout his presentation, the Task Force and guests asked questions of Mr. Dunn.

Discussion of Task Force Business

The Task Force then turned its attention to the process for completing its task. In particular, it focused on identifying the key questions to be resolved and the means for doing so within the time allotted.

There were no action items.

Adjournment

The meeting was adjourned at 2:00 p.m. The next meeting will be on Monday, April 22, 2013, 9:00 a.m. – 2:00 p.m., at the offices of Stokes Lawrence in Seattle, Washington.

Governance Task Force

Minutes

April 22, 2013

Task Force members present: Rima Alaily (Chair); Paul Bastine; Loren Etengoff; Lee Kerr; Nancy Isserlis; Doug Lawrence; Craig Sims; and Hugh Spitzer. Carla Lee was absent. WSBA staff present: Jean McElroy; and Margaret Shane. Others present: Patrick Palace (WSBA President-elect).

Call to Order/Introduction

Chair Alaily called the meeting to order at 9:00 a.m. and reminded the Task Force that its interim report is due to the Board of Governors and the Supreme Court by July 26, 2013. A second interim report for notice and comment is due six months later. A final report is due 30 days thereafter.

Review of Task Force Discussions

Mr. Lawrence, Mr. Spitzer, and Ms. McElroy reviewed what had been discussed at previous Task Force meetings for the benefit of the new Task Force members.

Discussion of Task Force Business

The Task Force discussed various models of governance that would help retain institutional history and free up time for the Board to focus on big policy issues of the organization. Chair Alaily, Ms. Isserlis, and Mr. Kerr agreed to work on an outline for the interim report and email it to the Task Force a week prior to the next Task Force meeting on May 20.

Future meetings were scheduled in Seattle for:

| | | |
|-------------|------------------------|-----------------|
| May 20 | 9:00 a.m. – 2:00 p.m. | WSBA |
| June 17 | 9:00 a.m. – 2:00 p.m. | Stokes Lawrence |
| July 1 | 9:00 a.m. – 11:00 a.m. | Conference call |
| August 12 | 9:00 a.m. – 2:00 p.m. | Stokes Lawrence |
| September 9 | 9:00 a.m. – 2:00 p.m. | Stokes Lawrence |
| October 7 | 9:00 a.m. – 2:00 p.m. | Stokes Lawrence |

Approval of Minutes

Mr. Lawrence moved to approve the Minutes of the March 11, 2013, Task Force meeting. Motion passed 5-0-3. Mr. Bastine moved to approve the Minutes of the November 8, 2012, December 10, 2012, January 22, 2013, and February 12, 2013, Task Force meetings. Motion passed 5-0-3. Mr. Spitzer was not present for the two votes.

Adjournment

The meeting was adjourned at 1:30 p.m. The next meeting will be on Monday, May 20, 2013, 9:00 a.m. – 2:00 p.m., at the WSBA offices in Seattle, Washington.

Governance Task Force

Minutes

May 20, 2013

Task Force members present: Rima Alaily (Chair); Loren Etengoff; Lee Kerr (by phone); Nancy Isserlis; Doug Lawrence; Craig Sims; and Hugh Spitzer. Carla Lee was absent. BOG Liaison present: Paul Bastine. WSBA staff present: Jean McElroy; and Margaret Shane. Others present: Patrick Palace (WSBA President-elect).

Call to Order/Introduction

Chair Alaily called the meeting to order at 9:00 a.m. and reviewed the agenda for the meeting.

Approval of Minutes

Mr. Lawrence moved to approve the Minutes of the April 22, 2013, Task Force meeting. Motion passed unanimously. Mr. Etengoff was not present for the vote.

Discussion of Task Force Business

The Task Force discussed the draft interim report to the Supreme Court and the Board. In addition, the Task Force discussed the structure and applicable questions in order to obtain feedback from interested stakeholders.

Future Meetings

It was decided that the June 17, 2013, meeting of the Task Force would be held at the WSBA offices, 9:30 am – 2:00 pm, and that the conference call scheduled for July 1, 2013, would be cancelled.

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|-------------|-----------------------|-----------------|
| June 17 | 9:30 a.m. – 2:00 p.m. | WSBA Offices |
| August 12 | 9:00 a.m. – 2:00 p.m. | Stokes Lawrence |
| September 9 | 9:00 a.m. – 2:00 p.m. | Stokes Lawrence |
| October 7 | 9:00 a.m. – 2:00 p.m. | Stokes Lawrence |

Adjournment

The meeting was adjourned at 1:15 p.m. The next meeting will be on Monday, June 17, 2013, 9:30 a.m. – 2:00 p.m., at the WSBA offices in Seattle, Washington.

Governance Task Force

Minutes

June 17, 2013

Task Force members present: Rima Alaily (Chair); Loren Etengoff; Lee Kerr; Nancy Isserlis; Doug Lawrence; and Hugh Spitzer. Carla Lee and Craig Sims were absent. BOG Liaison present: Paul Bastine. WSBA staff present: Jean McElroy; and Margaret Shane. Others present: Patrick Palace (WSBA President-elect).

Call to Order/Introduction

Chair Alaily called the meeting to order at 9:35 a.m. and reviewed the agenda for the meeting.

Discussion of Task Force Business

Chair Alaily reported that the Interim Report was sent to the Board on June 4 and that a verbal update will be given to the Board at its July 26-27, 2013, meeting. She advised that Chief Justice Madsen had requested a phone conversation some time the beginning of July. Reports were then made from various members of the Task Force regarding scheduling conversation with selected entities in order to obtain feedback regarding WSBA governance. Ms. Isserlis reported that a Town Hall has been scheduled at the WSBA Conference Center to coincide with the Task Force's meeting on August 12. Discussion ensued regarding appropriate questions to ask each entity.

Approval of Minutes

Mr. Spitzer moved to approve the Minutes of the May 20, 2013, Task Force meeting. Motion passed unanimously.

Future Meetings

| | | |
|-------------|-----------------------|---|
| August 12 | 9:30 a.m. – 2:00 p.m. | WSBA Conference Center (includes Town Hall) |
| September 9 | 9:30 a.m. – 2:00 p.m. | Stokes Lawrence |
| October 7 | 9:30 a.m. – 2:00 p.m. | Stokes Lawrence |
| November 18 | 9:30 a.m. – 2:00 p.m. | Stokes Lawrence |
| December 16 | 9:30 a.m. – 2:00 p.m. | Stokes Lawrence |
| January 27 | 9:30 a.m. – 2:00 p.m. | Stokes Lawrence |

Adjournment

The meeting was adjourned at 10:45 a.m. The next meeting will be on Monday, August 12, 2013, 9:30 a.m. – 2:00 p.m., at the WSBA Conference Center in Seattle, Washington. Included in the meeting will be a Town Hall moderated by Ms. Isserlis and Mr. Lawrence, 12:00 p.m. – 1:30 p.m.

Governance Task Force

Minutes

August 12, 2013

Task Force members present: Doug Lawrence (Chair *pro tem*); Lee Kerr; Nancy Isserlis; and Hugh Spitzer. Rima Alaily (Chair), Loren Etengoff, Carla Lee, and Craig Sims were absent. BOG Liaison present: Paul Bastine. WSBA staff present: Margaret Shane. WSBA staff absent: Jean McElroy. Others present: Anthony Gipe (2013-2014 WSBA President-elect).

Call to Order/Introduction

Mr. Lawrence chaired the meeting in Ms. Alaily's absence. He called the meeting to order at 9:35 a.m. and reviewed the agenda for the meeting.

Discussion of Task Force Business

There was not a quorum present at the meeting, so discussion regarding the membership of the Task Force was postponed to the September 9, 2013, meeting. Mr. Bastine and Mr. Kerr reported on the presentation and discussion of the work of the Governance Task Force at the July 25-26, 2013, Board of Governors meeting. Discussion ensued regarding the desire to receive feedback from both the Board of Governors and the Board's Governance Work Group. Reports were made concerning outreach to the various stakeholders and feedback to date. A deadline of September 1, 2013, was decided upon for receipt of reports from interested stakeholders. Further discussion ensued regarding the Town Hall, moderated by Mr. Lawrence and Ms. Isserlis, and held in the WSBA Conference Center, 12:00 p.m. – 1:30 p.m. the same day. The Task Force meeting recessed at 11:30 a.m. to prepare for and engage in the Town Hall, and reconvened at 1:30 p.m.

Approval of Minutes

Since there was not a quorum present to vote on approval of the Minutes, it was the consensus of those present to email the draft Minutes of the June 17, 2013, meeting to the Task Force members, who would email back approval. Subsequently, the Minutes of the June 17, 2013, Task Force meeting were approved unanimously by email.

Future Meetings

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|-------------|-----------------------|-----------------|
| September 9 | 9:30 a.m. – 2:00 p.m. | Stokes Lawrence |
| October 7 | 9:30 a.m. – 2:00 p.m. | Stokes Lawrence |
| November 18 | 9:30 a.m. – 2:00 p.m. | Stokes Lawrence |
| December 16 | 9:30 a.m. – 2:00 p.m. | Stokes Lawrence |
| January 27 | 9:30 a.m. – 2:00 p.m. | Stokes Lawrence |

Adjournment

The meeting was adjourned at 1:40 p.m. The next meeting will be on Monday, September 9, 2013, 9:30 a.m. – 2:00 p.m., at Stokes Lawrence in Seattle, Washington.

Governance Task Force

Minutes

September 9, 2013

Task Force members present: Rima Alaily (Chair); Craig Sims; Doug Lawrence; Lee Kerr (by phone for a portion of the meeting); Loren Etengoff; and Nancy Isserlis. Carla Lee and Hugh Spitzer were absent. BOG Liaison present: Paul Bastine. WSBA staff present: Jean McElroy and Margaret Shane. Others present: Anthony Gipe, 2013-2014 WSBA President-elect; Michele Radosevich, 2012-2013 WSBA President; and Patrick Palace, 2012-2013 WSBA President-elect. Others present for portions of the meeting: WSBA Executive Team (Ann Holmes, Chief Operations Officer; Debra Carnes, Chief Communications Officer; Doug Ende, Chief Disciplinary Officer; Frances Dujon-Reynolds, Director of Human Resources; Megan McNally, Director of Advancement/Chief Development Officer); BOG Governance Work Group (Brian Kelly, Governor District 3; Dan Ford, Governor District 7 East; Judy Massong, Governor, District 7 Central; Patrick Palace, 2012-2013 President-elect); and Bob Welden, former WSBA General Counsel.

Call to Order/Introduction

Chair Alaily called the meeting to order at 9:00 a.m. and reviewed the agenda for the meeting.

Discussion of Task Force Business

Discussions were held with the WSBA Executive Team (less Executive Director Paula Littlewood), the BOG Governance Work Group, and former General Counsel Bob Welden to obtain feedback and gather additional information related to governance best practices. In addition, discussion was held regarding continued membership of Carla Lee in light of her absence from several consecutive meetings. It was the consensus of the Task Force members that a recommendation be made to President Radosevich to remove Ms. Lee from the Task Force and to not replace her at this late date. Further discussion focused on information gleaned from the Town Hall, the upcoming meeting with the Supreme Court, and other groups from which to obtain feedback.

Approval of Minutes

The Minutes of the August 12, 2013, Task Force meeting were approved 2-0-3. Mr. Kerr was not available during the vote. Task Force members Craig Sims, Loren Etengoff, and Rima Alaily abstained since they were not present for the August 12, 2013, Task Force meeting.

Adjournment

The meeting was adjourned at 1:50 p.m. The next meeting will be on Monday, November 18, 2013, 9:30 a.m. – 2:00 p.m., at Stokes Lawrence in Seattle, Washington.

Governance Task Force

November 18, 2013

Task Force members present: Rima Alaily (Chair); Craig Sims; Doug Lawrence; Hugh Spitzer; Loren Etengoff (by phone); and Nancy Isserlis (by phone). BOG Liaison present: Paul Bastine. WSBA staff present: Jean McElroy and Margaret Shane. Others present: Anthony Gipe, 2013-2014 WSBA President-elect; and Geoff Revelle, Access to Justice Board. Others present for portions of the meeting: Minority and Specialty Bar Association representatives (Elijah Ford, Loren Miller Bar Association; Helen Ling, Asian Bar Association of Washington, Washington Young Lawyers Committee, and Alternative Dispute Resolution Section; and Sara Jordan, Washington Women Lawyers); Mandatory Continuing Legal Education Board representatives (Aaron Okrent, Chair, and Tap Menard, former Chair); and Limited Practice Board (Kevin Platchy, Chair (by phone) and Talia Clever, WSBA staff liaison).

Call to Order/Introduction

Chair Alaily called the meeting to order at 9:30 a.m. and reviewed the agenda for the meeting.

Discussion of Task Force Business

Discussions were held with the representatives from the Minority and Specialty Bar Associations, the Mandatory Continuing Legal Education Board, the Limited Practice Board, and the Access to Justice Board to obtain feedback and gather additional information related to governance best practices. In addition, discussion was held regarding obtaining further input from various groups and the possibility of meeting with various legislators in January 2014. Further discussion centered on assignments to flesh out the outline for the next report, which will likely be presented at the March 7-8, 2014, Board meeting.

Approval of Minutes

The Minutes of the September 9, 2013, Task Force meeting were approved unanimously.

Adjournment

The meeting was adjourned at 2:00 p.m. The next meeting will be on Monday, December 16, 2013, 9:30 a.m. – 2:00 p.m., at Stokes Lawrence in Seattle, Washington.

Governance Task Force

December 16, 2013

Task Force members present: Rima Alaily (Chair); Doug Lawrence; Hugh Spitzer; Lee Kerr (by phone); Loren Etengoff; and Nancy Isserlis. BOG Liaison present: Paul Bastine. WSBA staff present: Jean McElroy and Margaret Shane. Craig Sims was absent.

Call to Order/Introduction

Chair Alaily called the meeting to order at 9:30 a.m. and reviewed the agenda for the meeting.

Discussion of Task Force Business

Discussion was held regarding the feedback received and research completed over the course of the previous Task Force meetings. It was decided to attempt to finalize the report to the Board of Governors and the Supreme Court, and to be present at the April 25-26, 2014, Board meeting in Moses Lake in order to facilitate discussion and answer questions. It was decided that General Counsel McElroy would request an extension of the Task Force Charter to June 2014 in order for it to complete its work as directed in the original Charter approved by the Board on September 21, 2012.

Approval of Minutes

The Minutes of the November 18, 2013, Task Force meeting were approved unanimously.

Adjournment

The meeting was adjourned at 2:00 p.m. The next meeting will be on Monday, January 27, 2014, 9:30 a.m. – 2:00 p.m., at Stokes Lawrence in Seattle, Washington. Future meetings are planned for February 24, 2014, 9:30 a.m. – 2:00 p.m., at the Washington State Bar Association, and March 31, 2014, 9:30 a.m. – 2:00 p.m., at Stokes Lawrence.

Governance Task Force

January 27, 2014

Task Force members present: Rima Alaily (Chair); Doug Lawrence; Hugh Spitzer; Lee Kerr; Loren Etengoff; and Nancy Isserlis. BOG Liaison present: Paul Bastine. WSBA staff present: Jean McElroy and Margaret Shane. Craig Sims was absent. Others Present: Patrick Palace, 2013-2014 WSBA President; Anthony Gipe, 2013-2014 WSBA President-elect; and Dan Ford, WSBA Governor District 7 North.

Call to Order/Introduction

Chair Alaily called the meeting to order at 9:30 a.m. and reviewed the agenda for the meeting. She noted that the Task Force would be presenting the second draft of its report at the April 25-26, 2014, Board of Governors meeting in Moses Lake.

Discussion of Task Force Business

Discussion was held with representatives from the Washington State Bar Board of Governors. Chair Alaily explained the work of the Task Force to date, as well as the timeline for completion of its work. She then asked for feedback regarding any concerns they might have in relation to the current governance of the WSBA. The representatives of the Board of Governors left. Discussion among the Task Force members then ensued regarding the drafting and presentation of the second report.

Approval of Minutes

The Minutes of the December, 2013, Task Force meeting were approved unanimously.

Adjournment

The meeting was adjourned at 1:50 p.m. The next meeting will be on Monday, February 24, 2014, 9:30 a.m. – 2:00 p.m., at the Washington State Bar Association, and the following meeting will be on March 31, 2014, 9:30 a.m. – 2:00 p.m., at Stokes Lawrence.

Governance Task Force

February 24, 2014

Task Force members present: Rima Alaily (Chair); Doug Lawrence; Hugh Spitzer; Loren Etengoff (by phone); and Nancy Isserlis. BOG Liaison present: Paul Bastine. WSBA staff present: Jean McElroy and Margaret Shane. Craig Sims and Lee Kerr were absent. Others Present for part of the meeting: Paula Littlewood, Executive Director.

Call to Order/Introduction

Chair Alaily called the meeting to order at 9:40 a.m. and reviewed the agenda for the meeting. She noted that the Task Force would be presenting its second report at the April 25-26, 2014, Board of Governors meeting in Moses Lake.

Discussion of Task Force Business

Discussion was held with Paula Littlewood, Executive Director of the WSBA. Ms. Littlewood left the meeting and discussion ensued regarding the current draft of the report. Assignments for working on various portions of the report were discussed and decided upon.

Approval of Minutes

The Minutes of the January 27, 2014, Task Force meeting were approved unanimously.

Adjournment

The meeting was adjourned at 2:00 p.m. The next meeting will be on Monday, March 31, 2014, 9:30 a.m. – 2:00 p.m., at Stokes Lawrence.

Governance Task Force

March 31, 2014

Task Force members present: Rima Alaily (Chair); Doug Lawrence; Hugh Spitzer; Lee Kerr, and Nancy Isserlis. BOG Liaison present: Paul Bastine. WSBA staff present: Jean McElroy. Craig Sims and Loren Etengoff were absent.

Approval of Minutes

The Minutes of the February 24, 2014, Task Force meeting were approved unanimously.

Discussion of Task Force Business

The Task Force discussed suggested edits to a draft report that it is preparing for presentation to the BOG and the Supreme Court. Based on the discussion, it appears that a final version of Task Force's second report will be finalized by later this week.

The Task Force discussed distribution of this second report. The Charter states that this second interim report shall be provided to the BOG and the Supreme Court, "for information and comment," and that "[t]hirty days after disseminating the second interim report for review and comments, the final report with recommendations shall be prepared and submitted to the Washington Supreme Court and the Washington State Bar Association Board of Governors for consideration and action. Copies of the final report and recommendations will be submitted to all other interested stakeholder groups."

Based on the above charter provisions, the Task Force will provide a copy of this second report to the BOG President and the Executive Director, for distribution to the BOG as a whole, and to the Chief Justice of the Washington Supreme Court for distribution to the full court. In addition, the Task Force will request that the second report be provided to the stakeholders with whom the Task Force met, and that it be published on the WSBA website with an email for providing comments, to allow for broad distribution and comment before the final report is prepared.

The Task Force also discussed presentation of the second report at the BOG meeting in April. Due to scheduling issues for some members, the Task Force will be requesting an early agenda time at the meeting. The Chair will discuss with the President whether there is a preference for how the report presentation occurs.

Adjournment

The meeting was adjourned at 1:00 p.m.

Approval of Minutes

The Minutes of these March 31, 2014, Task Force meeting were approved unanimously by email.

Governance Task Force

Phone Meeting

April 28, 2014

Task Force members present: Rima Alaily (Chair); Doug Lawrence; Hugh Spitzer; Nancy Isserlis; and Lee Kerr. BOG Liaison present: Paul Bastine. WSBA staff present: Jean McElroy and Margaret Shane. Loren Etengoff and Craig Sims were absent.

Call to Order/Introduction

Chair Alaily called the phone meeting to order at 9:10 a.m.

Discussion of Task Force Business

Discussion was held regarding feedback received at the Board of Governors meeting on April 25, 2014, as well as the upcoming meeting with the Supreme Court on Wednesday, April 30, 2014.

Approval of Minutes

The Minutes of the March 31, 2014 Task Force meeting were previously approved unanimously by email.

Adjournment

The meeting was adjourned at 10:00 a.m. Future meetings will be on Monday, June 2, 2014, 9:30 a.m. – 12:00 p.m., at Stokes Lawrence; and Monday June 16, 1:00 p.m. – 3:00 p.m. pm by phone.

Governance Task Force

June 2, 2014

Task Force members present: Rima Alaily (Chair); Loren Etengoff; Doug Lawrence; Hugh Spitzer; Nancy Isserlis (by phone); and Lee Kerr. BOG Liaison present: Paul Bastine. WSBA staff present: Jean McElroy and Margaret Shane. Craig Sims was absent.

Call to Order/Introduction

Chair Alaily called the meeting to order at 9:30 a.m.

Discussion of Task Force Business

Discussion was held regarding feedback received at the Board of Governors meeting on April 25, 2014, the meeting with the Supreme Court on April 30, 2014, and comments received from the Legal Foundation of Washington and the Access to Justice Board. Further discussion and refinements were made to the Final Report.

Approval of Minutes

The Minutes of the April 28, 2014 Task Force meeting were approved unanimously.

Adjournment

The meeting was adjourned at 11:30 a.m. A conference call is scheduled for Monday, June 16, 2014, 1:00 pm – 3:00 pm in order to finalize the Governance Task Force Final Report.

Governance Task Force

Phone Meeting

June 16, 2014

Task Force members present: Rima Alaily (Chair); Doug Lawrence; and Nancy Isserlis. WSBA staff present: Jean McElroy. Craig Sims, Hugh Spitzer, Lee Kerr, Paul Bastine, and Margaret Shane were absent.

Call to Order/Introduction

Chair Alaily called the phone meeting to order at 1:00 p.m.

Discussion of Task Force Business

Discussion was held regarding the Final Report as revised by Chair Alaily. Approval was given, with a few minor edits, which were also approved. Chair Alaily stated that she would incorporate the edits and circulate a last final version of the Report.

Approval of Minutes

Because there was not a quorum present, it was agreed that the Minutes of the June 2, 2014, Task Force meeting be circulated by email for approval by email. Since this is the last meeting of the Task Force, these Minutes will also be circulated by email for approval by email. The Minutes of the June 2, 2014, and June 16, 2014, Task Force meetings were approved by email.

Adjournment

The meeting was adjourned at 1:20 p.m.