

AGENDA ITEM 1.

WASHINGTON STATE B A R A S S O C I A T I O N

Budget and Audit Committee Meeting Agenda November 13, 2018 | 12 to 2 PM WSBA Offices

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NEW BUSINESS

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AGENDA ITEM 2.

DRAFT MINUTES
Washington State Bar Association
Budget and Audit Committee
Seattle, WA
September 7, 2018

Treasurer Kim Risenmay called the meeting to order at 12:37 p.m. Committee members present were Past President Bill Hyslop, President-Elect Rajeev Majumdar; Governors Athan Papailiou, Alec Stephens, and Kim Hunter (phone); Executive Director Paula Littlewood, and Chief Operations Officer Ann Holmes. Governors Dan Clark and Brian Tollefson were also present, along with Associate Director of Finance Tiffany Lynch, Chief Disciplinary Counsel Doug Ende, Director of Advancement/Chief Development Officer Terra Nevitt, Chief Regulatory Counsel Jean McElroy, and Human Resources Director Frances Dujon-Reynolds.

Kim Risenmay provided the Committee with an update regarding the Limited License Legal Technician (LLLT) and Limited Practice Officer (LPO) license fees that were set by the Board of Governors at their July meeting. He read aloud an order from the Supreme Court which stated that the fees were found to be unreasonable and that they shall be set at the rates previously recommend by the Budget and Audit Committee. Kim Risenmay explained that the FY19 Budget that is included in the Committee's materials assume revenue for LLLT and LPO license fees using the rates set by the Board. However, with this new information the budget will need to be changed to reflect the Court's order in the final draft presented to the Board at their September meeting.

Minutes of June 18, 2018 Meeting

The minutes of the June 18, 2018 meeting were approved as presented.

Investment Update as of June 30, 2018 and July 31, 2018

Tiffany Lynch provided an update on WSBA's investment portfolio, noting a small increase in value from the prior update. She explained that this is consistent with the portfolio's performance throughout the fiscal year and noted that year-end results should be in line with budget expectations.

Financial Statements as of June 30, 2018, July 31, 2018 and 3rd Quarter Fiscal Update Memo

Ann Holmes provided a brief overview of the financial performance through July. She explained that revenue will be over budget due to higher than expected license fees, and expenses are expected to come in lower than budget. As a result, it is expected that WSBA will beat its budget and have a lower net loss than originally anticipated for FY18.

FY19 Draft Budget

Ann Holmes reviewed the list of changes between the first and final drafts of the FY19 Budget which mainly consist of changes to indirect expenses. She highlighted that the Board discussed the budget for Board Conference Attendance at their last meeting, however no decision was made. The draft presented continues to include \$23,000 for all Board members to attend the Western States Bar Conference. President-elect Majumdar stated that he is in favor of keeping the funds in the budget and is requesting that an additional \$5,000 be added to provide funding for the President and President-elect to attend the same conferences during the year.

Following discussion, Alec Stephens moved to add \$5,000 to the budget for Board Conference Attendance. The motion was seconded by Athan Papiliou. The Committee briefly discussed the current conference attendance

policy for the President and President-elect. Athan Papiliou withdrew his second to the motion. Kim Risenmay then seconded the motion. The motion passed with 3 in favor and 1 opposed.

Ann Holmes and Tiffany Lynch provided a brief update on the Section budgets noting very little change to the total Section budget from FY18 to FY19. Ann Holmes then provided the Committee with an overview of the changes to the Capital Budget which includes a reduction in cost due to a timeline change for development of the GILDA system replacement and elimination of leasehold improvements for the conference center and meeting rooms sound system (to be completed in FY18), as well as additions for unassigned capital software and hardware.

Alec Stephens moved that the FY19 Final Draft Budget, as presented, be recommended for approval by the Board of Governors at the September BOG meeting. Kim Hunter seconded the motion, which passed unanimously.

Antitrust, Consumer Protect & Unfair Business Practices Request for Dues Change

Kim Risenmay explained that the Antitrust section has requested an increase in their annual dues from \$20 to \$25, effective January 1, 2019. The request to recommend the increase to the BOG was unanimously approved by the Committee.

WSBA Insurance Portfolio Update

Ann Holmes provided a brief update on WSBA's annual insurance renewal process which has been completed.

Disaster Recovery Plan:

Ann Holmes explained that the Committee reviews annual updates to the WSBA's Disaster Recovery Plan which are included in the materials.

Kim Risenmay adjourned the meeting at 1:01 p.m.

AGENDA ITEM 3.



FISCAL OVERVIEW

Budget and Audit Committee Meeting
November 13, 2018

AGENDA

I. FISCAL OVERSIGHT

II. WSBA FINANCES

III. WSBA FINANCIAL STATEMENTS

I. FISCAL OVERSIGHT – A SHARED RESPONSIBILITY

WSBA	BOARD OF GOVERNORS	MANAGEMENT
FINANCES	<ul style="list-style-type: none">• Sets and oversees policy direction	<ul style="list-style-type: none">• Implements policy and oversees operations
FISCAL POLICIES	<ul style="list-style-type: none">• Sets all <i>significant</i> fiscal policies	<ul style="list-style-type: none">• Sets operational fiscal procedures

- ***WSBA Fiscal Policies and Procedures Manual*** identifies *significant* policies requiring Board approval.
- ***Fiscal Responsibility Matrix*** details authority levels by type of decision.

BUDGET AND AUDIT COMMITTEE RESPONSIBILITIES

1. FISCAL POLICIES	<p>Recommend revisions to Significant Policies:</p> <ul style="list-style-type: none">• Chapter 1 (Key Fiscal Policies)• Chapter 2 (Investment Policy ; Authorization for Banking Relationships)• Chapter 4 (Fund Balance – Reserves)• Chapter 6 (General Expense Reimbursement, BOG, ED, Alcohol)
2. EXPENDITURES	<ul style="list-style-type: none">• Approve or recommend approval of decisions per Fiscal Responsibility Matrix
3. AUDIT	<ul style="list-style-type: none">• Recommend independent auditors for annual audit/other reviews• Meet with independent auditors each January re audit report/internal control recommendations
4. BUDGET & LONG RANGE PLANNING	<ul style="list-style-type: none">• Review, revise, recommend annual budget to BOG• Review long-range projections of revenues, expenditures and reserves• Recommend license fees to BOG
5. FINANCIAL REPORTS	<ul style="list-style-type: none">• Review monthly financials; highlight key info, variances, or concerns to BOG• Review and report to BOG on preliminary year-end financials• Review status of investments and performance per Investment Policy

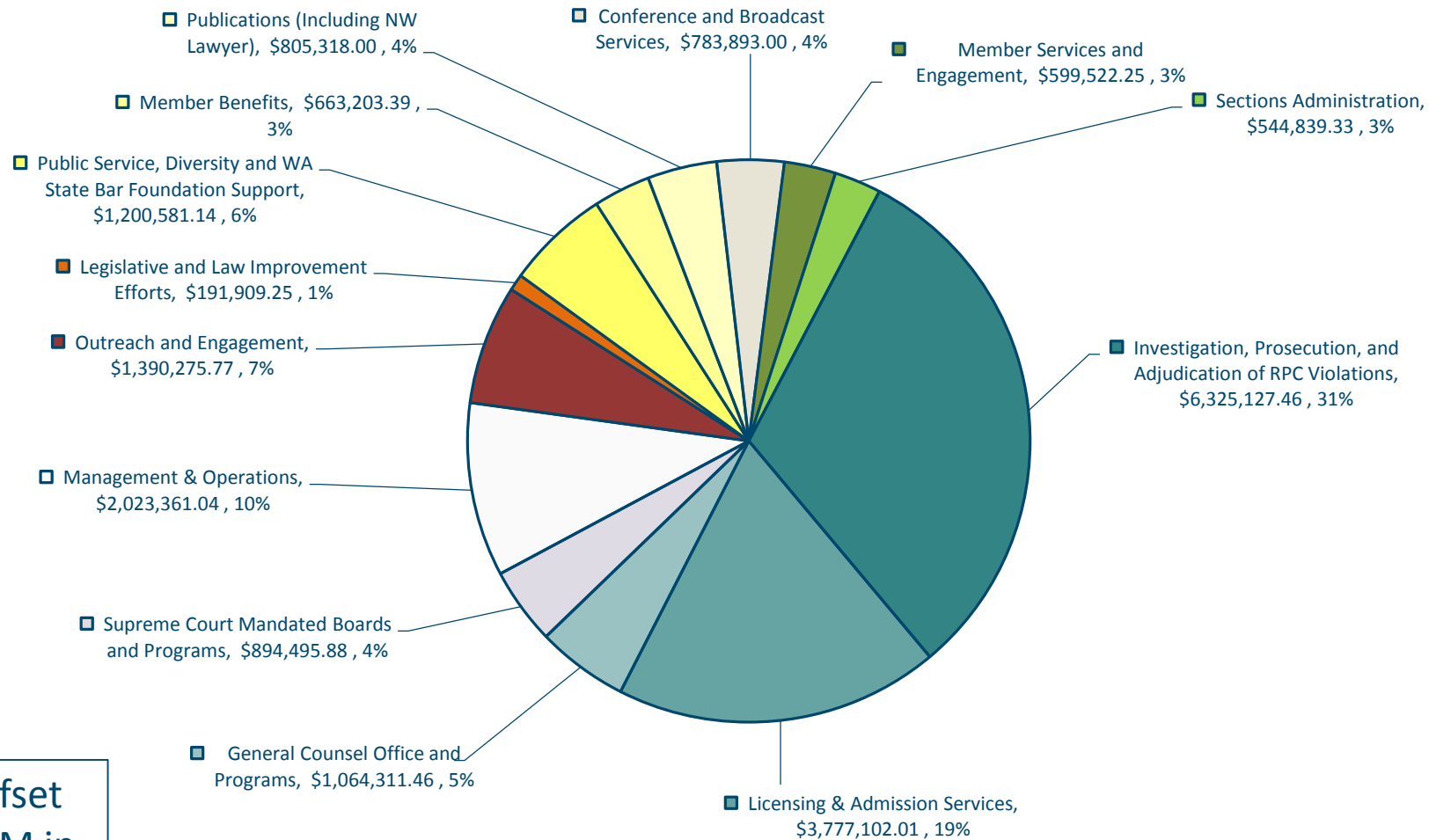
II. FUNDAMENTALS OF WSBA FINANCES

TAX STATUS	<ul style="list-style-type: none">As an administrative arm of the Supreme Court, WSBA doesn't file tax returns
FISCAL YEAR	<ul style="list-style-type: none">October 1 through September 30
ACCOUNTING	<ul style="list-style-type: none">WSBA follows Generally Accepted Accounting Principles (GAAP)
INVESTMENTS	<ul style="list-style-type: none">WSBA works with outside manager to maximize returns, safeguard principal and maintain liquidity to meet operating cash flow needs. Prudent person standard applies.Investment Subcommittee reviews results, which are reported to B & A and BOG
FINANCIAL REPORTING	<ul style="list-style-type: none">Monthly, quarterly and annual reports; all include YTD summaries. Annual report also includes statement of financial position.In January, independent auditors present annual audit report and special report on WSBA Budget to Committee – with and without staff present. Audited financial statements are published once approved.
BUDGETING	<ul style="list-style-type: none">FY19 expense budget: \$23.6 million for all fundsFunctional budgeting and accounting, by major program/service:<ol style="list-style-type: none"><u>General Fund</u>: \$20.3million (30 cost centers)<u>Client Protection Fund</u>: \$668,210 (1 cost center)<u>Sections Fund</u>: \$841,737 (29 cost centers)<u>CLE Fund</u>: \$1.8 million (2 cost centers)

GENERAL FUND

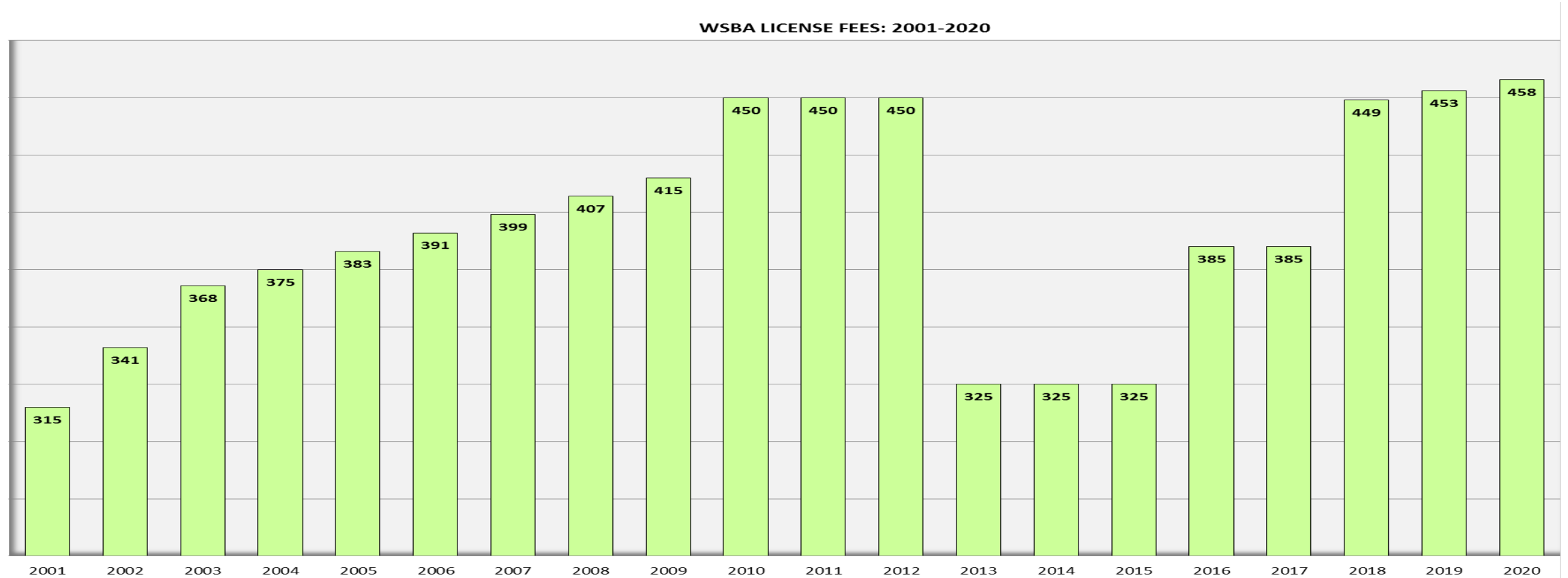
PURPOSE	Support regulatory functions and most services to members and the public						
REVENUE	License fees; interest income; Washington State Bar Foundation donation; fees from admissions, mandatory CLE, licensing, regulatory, and member services; advertising and sponsorships; recovery of discipline costs, and section reimbursements						
EXPENSES	Costs of doing business (salaries, benefits, rent, technology, telephone, insurance, legal advice, audit, etc.); and direct expenses (consulting, travel, committee expenses, etc.)						
RESERVES	<ul style="list-style-type: none"> General Fund Reserves consist of (1) Operating Reserve Fund (to fund operations in event of emergency); (2) Facilities Reserve Fund (to support facilities costs when PSP lease expires – 12/31/2026); and (3) Unrestricted Fund (any net assets not designated in (1) or (2) above). Per Board policy, total General Fund reserves must be at least \$2M (with \$1.5M in Operating Reserve Fund and at least \$200K in Facilities reserve). Projected FY19 year end balance: \$3.7M (includes \$1.5M in Operating Reserve Fund and \$450K in Facilities Reserve Fund). 						
FY19 BUDGET	<table> <tr> <td>Revenue</td><td>\$20,222,324</td></tr> <tr> <td>Expense</td><td><u>\$20,263,940</u></td></tr> <tr> <td>Net</td><td>(\$41,616)</td></tr> </table>	Revenue	\$20,222,324	Expense	<u>\$20,263,940</u>	Net	(\$41,616)
Revenue	\$20,222,324						
Expense	<u>\$20,263,940</u>						
Net	(\$41,616)						

HOW THE FY19 GENERAL FUND EXPENSE BUDGET SUPPORTS WSBA PROGRAMS AND SERVICES



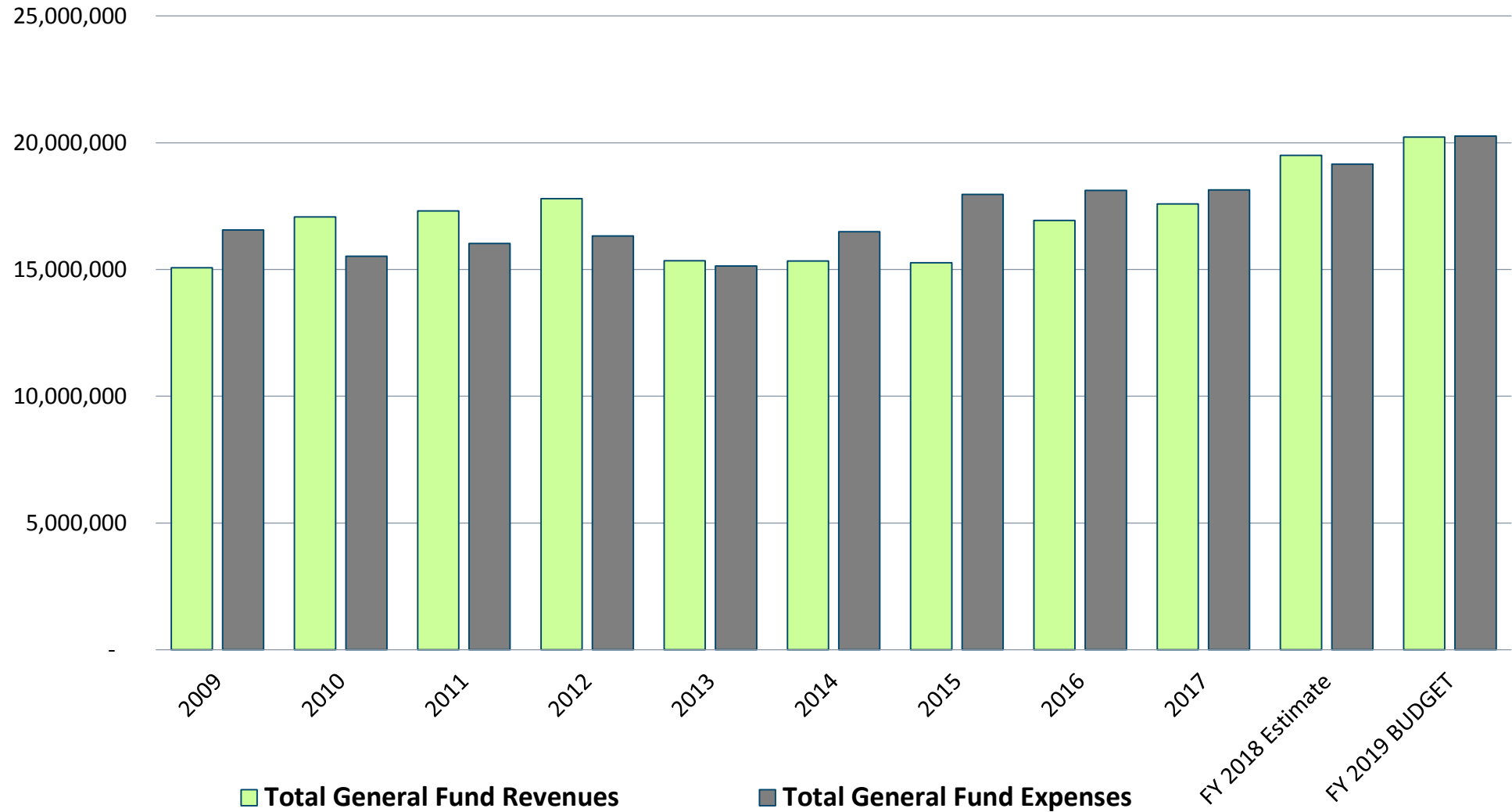
Does not include offset to expenses of \$4.2M in non-license fee revenue

GENERAL FUND LICENSE FEES



- On average, license fees make up 75% of annual General Fund revenue.

WSBA GENERAL FUND REVENUE AND EXPENSES 2009-2019



CLE FUND

PURPOSE	Board designated operating reserve, consisting of net income from CLE activities, to cover net loss and extraordinary costs of CLE programs, products and/or capital acquisitions																									
REVENUE	CLE seminar registrations and sales of deskbooks, coursebooks, recorded seminars, and online subscriptions																									
EXPENSES	Indirect and direct costs to produce seminars and CLE products																									
RESERVES	Net income from CLE activities; carried over from year to year to cover net loss and extraordinary costs of CLE activities	<div><p>CLE Fund Balance: 2009-2019</p><table><tr><th>Year</th><th>Balance (\$)</th></tr><tr><td>2009</td><td>1,100,000</td></tr><tr><td>2010</td><td>1,400,000</td></tr><tr><td>2011</td><td>1,350,000</td></tr><tr><td>2012</td><td>1,350,000</td></tr><tr><td>2013</td><td>1,200,000</td></tr><tr><td>2014</td><td>450,000</td></tr><tr><td>2015</td><td>50,000</td></tr><tr><td>2016</td><td>450,000</td></tr><tr><td>2017</td><td>480,000</td></tr><tr><td>2018 Est</td><td>600,000</td></tr><tr><td>2019 Budget</td><td>800,000</td></tr></table></div>	Year	Balance (\$)	2009	1,100,000	2010	1,400,000	2011	1,350,000	2012	1,350,000	2013	1,200,000	2014	450,000	2015	50,000	2016	450,000	2017	480,000	2018 Est	600,000	2019 Budget	800,000
Year	Balance (\$)																									
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2017	480,000																									
2018 Est	600,000																									
2019 Budget	800,000																									
FY19 BUDGET	Revenue	\$2,039,500																								
	Expense	<u>\$1,831,266</u>																								
	Net	\$ 208,234																								

CLIENT PROTECTION FUND (CPF)

PURPOSE	Make gifts to compensate those financially victimized by lawyer dishonesty or failure to account for client funds/property																									
REVENUE	Funded from \$30 annual assessment on all Active members, House Counsel, Foreign Law Consultants, and <i>pro hac vice</i> admissions, as required by Washington Supreme Court; and LLLTs, as recommended by the Committee																									
EXPENSES	All payments discretionary; in 2017, Board increased maximum gift from \$75,000 to \$150,000																									
RESERVES	Net assets from CPF assessments carried over from year to year restricted to fund future CPF gifts	<div><div>CPF Fund Balance: 2009-2019</div><table><thead><tr><th>Year</th><th>Fund Balance (\$)</th></tr></thead><tbody><tr><td>2009</td><td>200,000</td></tr><tr><td>2010</td><td>400,000</td></tr><tr><td>2011</td><td>300,000</td></tr><tr><td>2012</td><td>800,000</td></tr><tr><td>2013</td><td>1,200,000</td></tr><tr><td>2014</td><td>1,800,000</td></tr><tr><td>2015</td><td>2,200,000</td></tr><tr><td>2016</td><td>2,700,000</td></tr><tr><td>2017</td><td>3,300,000</td></tr><tr><td>2018 Est</td><td>3,300,000</td></tr><tr><td>2019 Budget</td><td>3,600,000</td></tr></tbody></table></div>	Year	Fund Balance (\$)	2009	200,000	2010	400,000	2011	300,000	2012	800,000	2013	1,200,000	2014	1,800,000	2015	2,200,000	2016	2,700,000	2017	3,300,000	2018 Est	3,300,000	2019 Budget	3,600,000
Year	Fund Balance (\$)																									
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2017	3,300,000																									
2018 Est	3,300,000																									
2019 Budget	3,600,000																									
FY19 BUDGET	Revenue Expense Net	\$ 992,500 <u>\$ 668,210</u> \$ 324,290																								

SECTIONS FUND

PURPOSE	Collective net income or loss of all 29 WSBA Sections; carried over from year to year																										
REVENUE	Section dues, the section portion of revenue from CLE seminars, interest income earned on section balances, other revenues																										
EXPENSES	Direct expenses for section activities and per member reimbursement: \$18.75 since 2016																										
RESERVES	Sections carry forward the results of their fiscal operations, whether positive or negative. A total negative net balance reflects a draw-down by certain sections of their reserve balances.	<div>Sections Fund Balance: 2009-2019</div> <table><thead><tr><th>Year</th><th>Fund Balance (Approximate)</th></tr></thead><tbody><tr><td>2009</td><td>\$700,000</td></tr><tr><td>2010</td><td>\$680,000</td></tr><tr><td>2011</td><td>\$780,000</td></tr><tr><td>2012</td><td>\$920,000</td></tr><tr><td>2013</td><td>\$1,020,000</td></tr><tr><td>2014</td><td>\$1,080,000</td></tr><tr><td>2015</td><td>\$1,250,000</td></tr><tr><td>2016</td><td>\$1,220,000</td></tr><tr><td>2017</td><td>\$1,200,000</td></tr><tr><td>2018 Est</td><td>\$1,150,000</td></tr><tr><td>2019 Budget</td><td>\$850,000</td></tr></tbody></table>		Year	Fund Balance (Approximate)	2009	\$700,000	2010	\$680,000	2011	\$780,000	2012	\$920,000	2013	\$1,020,000	2014	\$1,080,000	2015	\$1,250,000	2016	\$1,220,000	2017	\$1,200,000	2018 Est	\$1,150,000	2019 Budget	\$850,000
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2015	\$1,250,000																										
2016	\$1,220,000																										
2017	\$1,200,000																										
2018 Est	\$1,150,000																										
2019 Budget	\$850,000																										
FY18 BUDGET	Revenue	\$	541,590																								
	Expense	\$	<u>841,737</u>																								
	Net		(\$ 300,147)																								

III. WSBA FINANCIAL STATEMENTS

AGENDA ITEM 4.

WASHINGTON STATE BAR ASSOCIATION

To: Board of Governors
Budget and Audit Committee

From: Tiffany Lynch, Associated Director for Finance

Re: Investment Update as of August 31, 2018 and September 30, 2018

Date: October 31, 2018

WSBA's investments consist of short and long term bond portfolios, and are managed by our advisors at Morgan Stanley and UBS Financial. There has been no change in the makeup of the portfolio since the last report. As of September 30, there is an aggregate gain across all funds of \$42,178 or 1.31%.

The chart below details value by fund at inception, transfers of portfolio gains above \$100,000 to the WSBA's general fund operating accounts per the Budget and Audit Committee's June 2016 direction, end of month for the periods July through September, and Gain/(Loss) from September 30, 2017 to September 30, 2018.

INVESTMENT FUND	VALUE					GAIN/(LOSS)
	Inception	Transfer of Gains	7/31/18 (Previously Reported)	8/31/18	9/30/18	9/30/17 – 9/30/18
Nuveen 3-7 year Municipal Bond Portfolio	\$500,000	(\$200,000) ¹	\$308,190	\$308,665	\$306,693	(\$2,652)
Lord Abbett & Company Short Term Duration Income Fund	\$628,015 ²	\$0	\$786,605	\$789,065	\$789,809	\$10,494
Guggenheim Total Return Bond Fund	\$1,050,000 ³	\$0	\$1,096,323	\$1,102,585	\$1,097,384	\$13,468
Virtus Multi-Sector Short Term Bond Fund	\$1,050,000 ³	\$0	\$1,073,679	\$1,073,688	\$1,076,307	\$1,281
Total	\$3,228,015	(\$200,000)	\$3,264,797	\$3,274,003	\$3,270,193	\$22,591

¹ Transfer of \$200,000 made on November 22, 2017.

² Inception value is based on original amount of \$1,428,015 (\$500,000 original purchase price of Lord Abbett, plus \$599,995 Legg Mason fund transferred on May 9, 2014, plus \$328,000 liquidation of Hays Advisory Fund on March 3, 2015) minus \$800,000 that was redistributed evenly to Guggenheim and Virtus on September 19, 2017.

³ Inception value is \$1,050,000 based on original purchase price is \$650,000 plus \$400,000 re-distributed from Lord Abbett on Sept 19, 2017.

AGENDA ITEM 5.



WSBA Financial Reports

(Unaudited)

Year to Date August 31, 2018

Prepared by Tiffany Lynch, Associate Director for Finance

Submitted by

Ann Holmes, Chief Operations Officer

September 26, 2018

WASHINGTON STATE BAR ASSOCIATION

To: Board of Governors
Budget and Audit Committee

From: Tiffany Lynch, Associate Director for Finance

Re: Key Financial Benchmarks for the Fiscal Year to Date (YTD) through August 31, 2018

Date: September 26, 2018

	% of Year	Current Year % YTD	Current Year \$ Difference ¹	Prior Year YTD	Comments
Salaries	91.67%	92.62% ²	\$107,197 (Over budget)	90.93%	Expected to be on or slightly over budget
Benefits	91.67%	89.29%	\$95,830 (Under budget)	89.22%	Expected to be slightly under budget
Other Indirect Expenses	91.67%	85.12%	\$224,429 (Under budget)	84.26%	Expected to be slightly under budget
Total Indirect Expenses	91.67%	90.53%	\$213,062 (Under budget)	89.32%	Expected to be on budget

General Fund Revenues	91.67%	94.94%	\$618,155 (Over budget)	96.07%	Expected to be over budget
General Fund Direct Expenses	91.67%	76.40%	\$379,939 (Under budget)	75.48%	Expected to be slightly under budget

CLE Revenue	91.67%	90.68%	\$20,131 (Over budget)	72.32%	Expected to be on or slightly under budget
CLE Direct Expenses	91.67%	70.07%	\$145,167 (Under budget)	59.70%	Expected to be on or slightly under budget
CLE Indirect Expenses	91.67%	91.91%	\$3,413 (Over budget)	88.37%	Expected to be on budget

¹ Dollar difference is calculated based on pro-rated budget (amended by the BOG on March 8, 2018) figures (total annual budget figures divided by 12 months) minus actual revenue and expense amounts as of August 31, 2018 (11 months into the fiscal year).

² Includes expenses for regular and temporary salaries with offsets from allowance for open positions and capital labor & overhead.

Washington State Bar Association Financial Summary
Year to Date as of August 31, 2018 91.67% of Year
Compared to Fiscal Year 2018 Budget

Category	Actual Revenues	Budgeted Revenues	Actual Indirect Expenses	Budgeted Indirect Expenses	Actual Direct Expenses	Budgeted Direct Expenses	Actual Total Expenses	Budgeted Total Expenses	Actual Net Result	Budgeted Net Result
Access to Justice	-	-	236,166	259,434	29,583	51,600	265,748	311,034	(265,748)	(311,034)
Administration	148,432	55,000	991,252	1,081,774	2,261	3,045	993,513	1,084,819	(845,081)	(1,029,819)
Admissions/Bar Exam	1,234,875	1,327,400	716,788	788,834	366,083	392,117	1,082,871	1,180,951	152,004	146,449
Board of Governors	-	-	484,916	522,727	252,454	280,080	737,370	802,807	(737,370)	(802,807)
Communications Strategies	3,225	44,750	470,358	533,961	50,273	103,440	520,631	637,401	(517,406)	(592,651)
Conference & Broadcast Services	-	-	678,228	736,233	5,048	4,700	683,276	740,933	(683,276)	(740,933)
Discipline	100,865	130,300	4,968,431	5,474,703	167,277	256,826	5,135,707	5,731,529	(5,034,842)	(5,601,229)
Diversity	101,636	100,374	376,839	420,525	20,958	25,250	397,798	445,775	(296,161)	(345,401)
Foundation	-	-	136,415	151,053	4,807	17,600	141,221	168,653	(141,221)	(168,653)
Human Resources	-	-	348,608	271,830	-	-	348,608	271,830	(348,608)	(271,830)
Law Clerk Program	127,450	112,000	99,847	111,678	5,327	4,350	105,174	116,028	22,276	(4,028)
Legislative	-	-	75,828	126,743	6,438	24,700	82,267	151,443	(82,267)	(151,443)
Licensing and Membership Records	342,710	284,700	599,454	660,794	44,190	45,996	643,644	706,790	(300,934)	(422,090)
Licensing Fees	14,098,199	15,068,125	-	-	-	-	-	-	14,098,199	15,068,125
Limited License Legal Technician	-	-	210,560	234,401	21,031	25,600	231,591	260,001	(231,591)	(260,001)
Limited Practice Officers	-	-	141,902	159,464	2,531	3,000	144,434	156,182	(144,434)	(162,464)
Mandatory CLE	774,958	761,000	493,333	540,324	222,258	238,444	715,591	778,768	59,367	(17,768)
Member Assistance Program	11,095	10,000	116,904	132,743	1,002	1,500	117,905	134,243	(106,810)	(124,243)
Member Benefits	10,870	-	39,093	42,808	104,891	123,760	143,984	166,568	(133,114)	(166,568)
Mentorship Program	-	-	93,183	106,393	7,468	11,225	100,650	117,618	(100,650)	(117,618)
New Member Program	141,467	53,200	231,588	262,549	20,287	35,780	251,875	298,329	(110,409)	(245,129)
NW Lawyer	407,682	538,350	193,301	225,207	248,461	434,500	441,762	659,707	(34,080)	(121,357)
Office of General Counsel	520	-	655,975	811,295	5,744	13,296	661,719	824,591	(661,199)	(824,591)
OGC-Disciplinary Board	-	-	177,257	203,346	77,570	103,500	254,827	306,846	(254,827)	(306,846)
Outreach and Engagement	-	-	331,565	364,777	16,211	22,750	347,776	387,527	(347,776)	(387,527)
Practice Management Assistance	40,578	15,000.00	185,229	208,292	1,113	5,850	186,341	214,142	(145,763)	(199,142)
Practice of Law Board	-	-	93,526	103,433	14,949	15,200	108,475	118,633	(108,475)	(118,633)
Professional Responsibility Program	-	-	238,607	278,623	7,346	6,300	245,952	284,923	(245,952)	(284,923)
Public Service Programs	106,004	105,000	177,694	227,477	184,549	224,615	362,243	452,092	(256,239)	(347,092)
Publication and Design Services	-	-	144,087	158,281	4,100	4,100	148,187	162,381	(148,187)	(162,381)
Sections Administration	304,688	308,000	403,763	464,958	7,641	10,100	411,404	475,058	(106,716)	(167,058)
Technology	-	-	1,396,176	1,491,590	-	-	1,396,176	1,491,590	(1,396,176)	(1,491,590)
Subtotal General Fund	17,955,254	18,913,199	15,506,873	17,156,250	1,901,850	2,489,224	17,408,723	19,645,474	546,531	(732,275)
Expenses using reserve funds							17,408,723		-	-
Total General Fund - Net Result from Operations									546,531	(732,275)
Percentage of Budget	94.94%		90.39%		76.40%		88.61%			
CLE-Seminars and Products	1,723,259	1,862,235	1,038,715	1,128,154	410,661	577,582	1,449,376	1,705,736	273,883	156,499
CLE - Deskbooks	119,492	170,000	224,626	246,313	60,426	94,695	285,052	341,008	(165,560)	(171,008)
Total CLE	1,842,751	2,032,235	1,263,341	1,374,467	471,087	672,277	1,734,428	2,046,744	108,323	(14,509)
Percentage of Budget	90.68%		91.91%		70.07%		84.74%			
Total All Sections	547,524	613,210	-	-	604,525	903,363	604,525	903,363	(57,000)	(290,152)
Client Protection Fund-Restricted	1,055,307	992,500	153,377	163,813	106,022	403,000	259,399	566,813	795,909	425,687
Management of Western States Bar Conference (No WSBA Funds)	43,050	49,900	-	-	54,342	46,860	54,342	46,860	(11,292)	3,040
Totals	21,443,887	22,601,044	16,923,590	18,694,530	3,137,826	4,514,723.50	20,061,416	23,209,254	1,382,471	(608,209)
Percentage of Budget	94.88%		90.53%		69.50%		86.44%			

	Fund Balances Sept. 30, 2017	2018 Budgeted Fund Balances	Fund Balances Year to date
Summary of Fund Balances:			
Restricted Funds:			
Client Protection Fund	3,242,299	3,667,986	4,038,207
Western States Bar Conference	19,632	22,672	8,340.02
Board-Designated Funds (Non-General Fund):			
CLE Fund Balance	485,582	471,073	593,905
Section Funds	1,197,727	907,575	1,140,726
Board-Designated Funds (General Fund):			
Operating Reserve Fund	1,500,000	1,500,000	1,500,000
Facilities Reserve Fund	200,000	200,000	200,000
Unrestricted Funds (General Fund):			
Unrestricted General Fund	1,663,751	931,476	2,210,282
Total General Fund Balance	3,363,751	2,631,476	3,910,282
Net Change in general Fund Balance		(732,275)	546,531
Total Fund Balance			
Net Change in Fund Balance	8,308,990	7,700,781	9,691,461
		(608,209)	1,382,471

Washington State Bar Association

Statement of Activities

For the Period from August 1, 2018 to August 31, 2018

91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LICENSE FEES					
REVENUE:					
LICENSE FEES	14,953,000.00	1,294,054.58	13,993,002.06	959,997.94	93.58%
LLLT LICENSE FEES	6,125.00	668.83	4,947.54	1,177.46	80.78%
LPO LICENSE FEES	109,000.00	8,738.72	100,249.65	8,750.35	91.97%
TOTAL REVENUE:	15,068,125.00	1,303,462.13	14,098,199.25	969,925.75	93.56%

Washington State Bar Association
Statement of Activities
For the Period from August 1, 2018 to August 31, 2018
91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ACCESS TO JUSTICE					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
ATJ BOARD RETREAT	2,000.00	-	2,290.20	(290.20)	114.51%
LEADERSHIP TRAINING	2,000.00	-	802.00	1,198.00	40.10%
ATJ BOARD EXPENSE	24,000.00	1,771.78	15,056.85	8,943.15	62.74%
ATJ BOARD COMMITTEES EXPENSE	3,000.00	-	2,660.52	339.48	88.68%
STAFF TRAVEL/PARKING	2,700.00	432.77	828.62	1,871.38	30.69%
PUBLIC DEFENSE	8,400.00	829.32	4,312.12	4,087.88	51.33%
RECEPTION/FORUM EXPENSE	9,500.00	-	3,632.31	5,867.69	38.23%
TOTAL DIRECT EXPENSES:	<u>51,600.00</u>	<u>3,033.87</u>	<u>29,582.62</u>	<u>22,017.38</u>	<u>57.33%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (2.10 FTE)	152,813.00	12,969.44	142,094.45	10,718.55	92.99%
BENEFITS EXPENSE	55,627.00	4,361.79	50,570.86	5,056.14	90.91%
OTHER INDIRECT EXPENSE	50,994.00	4,041.35	43,500.42	7,493.58	85.30%
TOTAL INDIRECT EXPENSES:	<u>259,434.00</u>	<u>21,372.58</u>	<u>236,165.73</u>	<u>23,268.27</u>	<u>91.03%</u>
TOTAL ALL EXPENSES:	<u>311,034.00</u>	<u>24,406.45</u>	<u>265,748.35</u>	<u>45,285.65</u>	<u>85.44%</u>
NET INCOME (LOSS):	<u><u>(311,034.00)</u></u>	<u><u>(24,406.45)</u></u>	<u><u>(265,748.35)</u></u>		

Washington State Bar Association

Statement of Activities

For the Period from August 1, 2018 to August 31, 2018

91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ADMINISTRATION					
REVENUE:					
INTEREST INCOME	25,000.00	12,464.68	128,148.62	(103,148.62)	512.59%
GAIN/LOSS ON INVESTMENTS	30,000.00	9,046.73	20,283.51	9,716.49	67.61%
TOTAL REVENUE:	55,000.00	21,511.41	148,432.13	(93,432.13)	269.88%
DIRECT EXPENSES:					
CREDIT CARD MERCHANT FEES	-	(272.23)	(2,199.63)	2,199.63	
STAFF TRAVEL/PARKING	2,500.00	350.00	3,896.00	(1,396.00)	155.84%
STAFF MEMBERSHIP DUES	545.00	-	565.00	(20.00)	103.67%
TOTAL DIRECT EXPENSES:	3,045.00	77.77	2,261.37	783.63	74.27%
INDIRECT EXPENSES:					
SALARY EXPENSE (7.88 FTE)	663,826.00	55,246.20	626,122.23	37,703.77	94.32%
BENEFITS EXPENSE	226,598.00	17,477.60	202,221.89	24,376.11	89.24%
OTHER INDIRECT EXPENSE	191,350.00	15,134.62	162,907.65	28,442.35	85.14%
TOTAL INDIRECT EXPENSES:	1,081,774.00	87,858.42	991,251.77	90,522.23	91.63%
TOTAL ALL EXPENSES:	1,084,819.00	87,936.19	993,513.14	91,305.86	91.58%
NET INCOME (LOSS):	(1,029,819.00)	(66,424.78)	(845,081.01)		

Washington State Bar Association

Statement of Activities

For the Period from August 1, 2018 to August 31, 2018

91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
ADMISSIONS					
REVENUE:					
EXAM SOFT REVENUE	35,000.00	-	10,920.00	24,080.00	31.20%
BAR EXAM FEES	1,200,000.00	40,775.00	1,150,903.60	49,096.40	95.91%
RPC BOOKLETS	-	-	866.22	(866.22)	
SPECIAL ADMISSIONS	60,000.00	620.00	41,185.00	18,815.00	68.64%
LLLT EXAM FEES	7,500.00	(150.00)	4,150.00	3,350.00	55.33%
LLLT WAIVER FEES	900.00	-	150.00	750.00	16.67%
LPO EXAMINATION FEES	24,000.00	300.00	26,700.00	(2,700.00)	111.25%
TOTAL REVENUE:	1,327,400.00	41,545.00	1,234,874.82	92,525.18	93.03%
DIRECT EXPENSES:					
DEPRECIATION	2,222.00	-	-	2,222.00	0.00%
POSTAGE	4,000.00	81.45	2,669.19	1,330.81	66.73%
STAFF TRAVEL/PARKING	10,240.00	5,340.86	15,832.39	(5,592.39)	154.61%
STAFF MEMBERSHIP DUES	400.00	216.00	616.00	(216.00)	154.00%
SUPPLIES	1,000.00	266.99	3,914.18	(2,914.18)	391.42%
FACILITY, PARKING, FOOD	66,000.00	150.00	81,011.11	(15,011.11)	122.74%
EXAMINER FEES	35,000.00	15,250.00	25,250.00	9,750.00	72.14%
UBE EXMINATIONS	130,000.00	78,579.00	115,398.00	14,602.00	88.77%
BOARD OF BAR EXAMINERS	25,000.00	12,681.08	36,091.22	(11,091.22)	144.36%
BAR EXAM PROCTORS	30,000.00	16,048.50	27,122.50	2,877.50	90.41%
CHARACTER & FITNESS BOARD	20,000.00	1,119.34	13,419.55	6,580.45	67.10%
DISABILITY ACCOMMODATIONS	20,000.00	5,733.56	12,987.93	7,012.07	64.94%
CHARACTER & FITNESS INVESTIGATIONS	900.00	-	3,198.91	(2,298.91)	355.43%
LAW SCHOOL VISITS	1,000.00	-	423.75	576.25	42.38%
EXAM WRITING	28,355.00	-	21,000.00	7,355.00	74.06%
COURT REPORTERS	18,000.00	-	6,735.49	11,264.51	37.42%
PRINTING & COPYING	-	-	412.94	(412.94)	
TOTAL DIRECT EXPENSES:	392,117.00	135,466.78	366,083.16	26,033.84	93.36%
INDIRECT EXPENSES:					
SALARY EXPENSE (6.20 FTE)	463,690.00	38,718.24	436,169.30	27,520.70	94.06%
BENEFITS EXPENSE	174,590.00	13,137.77	152,452.74	22,137.26	87.32%
OTHER INDIRECT EXPENSE	150,554.00	11,906.98	128,165.72	22,388.28	85.13%
TOTAL INDIRECT EXPENSES:	788,834.00	63,762.99	716,787.76	72,046.24	90.87%
TOTAL ALL EXPENSES:	1,180,951.00	199,229.77	1,082,870.92	98,080.08	91.69%
NET INCOME (LOSS):	146,449.00	(157,684.77)	152,003.90		

Washington State Bar Association

Statement of Activities

For the Period from August 1, 2018 to August 31, 2018

91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
BOG/OED					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	4,700.00	450.00	4,614.00	86.00	98.17%
STAFF MEMBERSHIP DUES	1,880.00	-	1,981.00	(101.00)	105.37%
TELEPHONE	1,000.00	153.01	821.11	178.89	82.11%
WASHINGTON LEADERSHIP INSTITUTE	60,000.00	60,000.00	60,000.00	-	100.00%
BOG MEETINGS	115,000.00	9,444.28	130,176.50	(15,176.50)	113.20%
BOG COMMITTEES' EXPENSES	30,000.00	2,578.80	24,843.76	5,156.24	82.81%
BOG CONFERENCE ATTENDANCE	17,500.00	112.55	7,859.16	9,640.84	44.91%
BOG TRAVEL & OUTREACH	45,000.00	605.59	18,749.60	26,250.40	41.67%
ED TRAVEL & OUTREACH	5,000.00	237.81	3,409.33	1,590.67	68.19%
TOTAL DIRECT EXPENSES:	280,080.00	73,582.04	252,454.46	27,625.54	90.14%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.45 FTE)	357,754.00	26,824.60	338,687.04	19,066.96	94.67%
BENEFITS EXPENSE	105,480.00	8,131.22	95,429.28	10,050.72	90.47%
OTHER INDIRECT EXPENSE	59,493.00	4,719.43	50,799.26	8,693.74	85.39%
TOTAL INDIRECT EXPENSES:	522,727.00	39,675.25	484,915.58	37,811.42	92.77%
TOTAL ALL EXPENSES:	802,807.00	113,257.29	737,370.04	65,436.96	91.85%
NET INCOME (LOSS):	(802,807.00)	(113,257.29)	(737,370.04)		

Washington State Bar Association

Statement of Activities

For the Period from August 1, 2018 to August 31, 2018

91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
COMMUNICATION STRATEGIES					
REVENUE:					
AWARDS LUNCH/DINNER	44,000.00	1,875.00	1,975.00	42,025.00	4.49%
50 YEAR MEMBER TRIBUTE LUNCH	750.00	-	550.00	200.00	73.33%
WSBA LOGO MERCHANDISE SALES	-	140.00	700.00	(700.00)	
TOTAL REVENUE:	44,750.00	2,015.00	3,225.00	41,525.00	7.21%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	2,640.00	577.52	4,136.27	(1,496.27)	156.68%
STAFF MEMBERSHIP DUES	1,700.00	-	1,032.50	667.50	60.74%
SUBSCRIPTIONS	10,050.00	38.52	6,728.41	3,321.59	66.95%
DIGITAL/ONLINE DEVELOPMENT	1,450.00	10.00	835.00	615.00	57.59%
AWARDS DINNER	63,000.00	6,497.51	23,170.92	39,829.08	36.78%
50 YEAR MEMBER TRIBUTE LUNCH	8,000.00	-	8,904.98	(904.98)	111.31%
COMMUNICATIONS OUTREACH	15,000.00	986.25	5,411.46	9,588.54	36.08%
SPEAKERS & PROGRAM DEVELOP	1,600.00	-	-	1,600.00	0.00%
TELEPHONE	-	26.59	53.26	(53.26)	
TOTAL DIRECT EXPENSES:	103,440.00	8,136.39	50,272.80	53,167.20	48.60%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.68 FTE)	305,254.00	24,913.96	278,310.33	26,943.67	91.17%
BENEFITS EXPENSE	115,063.00	9,255.48	95,120.71	19,942.29	82.67%
OTHER INDIRECT EXPENSE	113,644.00	9,004.80	96,927.15	16,716.85	85.29%
TOTAL INDIRECT EXPENSES:	533,961.00	43,174.24	470,358.19	63,602.81	88.09%
TOTAL ALL EXPENSES:	637,401.00	51,310.63	520,630.99	116,770.01	81.68%
NET INCOME (LOSS):	(592,651.00)	(49,295.63)	(517,405.99)		

Washington State Bar Association

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91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
CONFERENCE & BROADCAST SERVICES					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	1,200.00	75.00	450.00	750.00	37.50%
TRANSLATION SERVICES	3,500.00	434.50	4,597.80	(1,097.80)	131.37%
TOTAL DIRECT EXPENSES:	4,700.00	509.50	5,047.80	(347.80)	107.40%
INDIRECT EXPENSES:					
SALARY EXPENSE (7.15 FTE)	400,338.00	34,574.28	379,221.46	21,116.54	94.73%
BENEFITS EXPENSE	162,272.00	13,085.09	150,774.54	11,497.46	92.91%
OTHER INDIRECT EXPENSE	173,623.00	13,751.35	148,231.82	25,391.18	85.38%
TOTAL INDIRECT EXPENSES:	736,233.00	61,410.72	678,227.82	58,005.18	92.12%
TOTAL ALL EXPENSES:	740,933.00	61,920.22	683,275.62	57,657.38	92.22%
NET INCOME (LOSS):	(740,933.00)	(61,920.22)	(683,275.62)		

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91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DISCIPLINE					
REVENUE:					
AUDIT REVENUE	2,300.00	191.25	4,317.50	(2,017.50)	187.72%
RECOVERY OF DISCIPLINE COSTS	115,000.00	1,250.00	81,897.88	33,102.12	71.22%
DISCIPLINE HISTORY SUMMARY	13,000.00	1,461.37	14,649.56	(1,649.56)	112.69%
TOTAL REVENUE:	130,300.00	2,902.62	100,864.94	29,435.06	77.41%
DIRECT EXPENSES:					
DEPRECIATION-SOFTWARE	17,028.00	859.00	9,442.00	7,586.00	55.45%
PUBLICATIONS PRODUCTION	330.00	-	221.98	108.02	67.27%
STAFF TRAVEL/PARKING	39,460.00	2,068.18	30,646.08	8,813.92	77.66%
STAFF MEMBERSHIP DUES	3,308.00	-	3,101.00	207.00	93.74%
TELEPHONE	2,800.00	185.92	2,025.52	774.48	72.34%
COURT REPORTERS	65,000.00	2,522.92	32,220.60	32,779.40	49.57%
OUTSIDE COUNSEL/AIC	2,000.00	-	-	2,000.00	0.00%
LITIGATION EXPENSES	30,000.00	1,530.62	17,582.65	12,417.35	58.61%
DISABILITY EXPENSES	15,000.00	-	1,207.60	13,792.40	8.05%
ONLINE LEGAL RESEARCH	66,900.00	5,528.76	55,781.53	11,118.47	83.38%
LAW LIBRARY	12,000.00	-	12,298.80	(298.80)	102.49%
TRANSLATION SERVICES	3,000.00	-	2,748.88	251.12	91.63%
TOTAL DIRECT EXPENSES:	256,826.00	12,695.40	167,276.64	89,549.36	65.13%
INDIRECT EXPENSES:					
SALARY EXPENSE (36.89 FTE)	3,436,749.00	284,207.68	3,160,968.96	275,780.04	91.98%
BENEFITS EXPENSE	1,142,156.00	90,396.59	1,044,306.44	97,849.56	91.43%
OTHER INDIRECT EXPENSE	895,798.00	70,899.51	763,155.38	132,642.62	85.19%
TOTAL INDIRECT EXPENSES:	5,474,703.00	445,503.78	4,968,430.78	506,272.22	90.75%
TOTAL ALL EXPENSES:	5,731,529.00	458,199.18	5,135,707.42	595,821.58	89.60%
NET INCOME (LOSS):	(5,601,229.00)	(455,296.56)	(5,034,842.48)		

Washington State Bar Association

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For the Period from August 1, 2018 to August 31, 2018

91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
DIVERSITY					
REVENUE:					
DONATIONS	90,000.00	-	97,500.00	(7,500.00)	108.33%
SEMINAR REGISTRATIONS	-	-	275.00	(275.00)	
WORK STUDY GRANTS	10,374.00	-	3,861.38	6,512.62	37.22%
TOTAL REVENUE:	100,374.00	-	101,636.38	(1,262.38)	101.26%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	8,000.00	1,027.72	4,854.57	3,145.43	60.68%
STAFF MEMBERSHIP DUES	350.00	-	316.00	34.00	90.29%
COMMITTEE FOR DIVERSITY	6,200.00	414.05	3,592.90	2,607.10	57.95%
DIVERSITY EVENTS & PROJECTS	10,000.00	-	12,029.55	(2,029.55)	120.30%
INTERNAL DIVERSITY OUTREACH	200.00	-	-	200.00	0.00%
SPEAKERS & PROGRAM DEVELOPMENT	500.00	-	-	500.00	0.00%
PRINTING & COPYING	-	-	165.35	(165.35)	
TOTAL DIRECT EXPENSE:	25,250.00	1,441.77	20,958.37	4,291.63	83.00%
INDIRECT EXPENSES:					
SALARY EXPENSE (3.21 FTE)	255,821.00	21,329.10	231,029.37	24,791.63	90.31%
BENEFITS EXPENSE	86,756.00	6,856.84	79,537.45	7,218.55	91.68%
OTHER INDIRECT EXPENSE	77,948.00	6,156.90	66,272.41	11,675.59	85.02%
TOTAL INDIRECT EXPENSES:	420,525.00	34,342.84	376,839.23	43,685.77	89.61%
TOTAL ALL EXPENSES:	445,775.00	35,784.61	397,797.60	47,977.40	89.24%
NET INCOME (LOSS):	(345,401.00)	(35,784.61)	(296,161.22)		

Washington State Bar Association

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91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
FOUNDATION					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
CONSULTING SERVICES	3,000.00	-	2,906.40	93.60	96.88%
PRINTING & COPYING	1,500.00	-	908.25	591.75	60.55%
STAFF TRAVEL/PARKING	1,500.00	35.81	389.07	1,110.93	25.94%
STAFF MEMBERSHIP DUES	600.00	25.00	25.00	575.00	4.17%
SUPPLIES	500.00	59.44	98.26	401.74	19.65%
SPECIAL EVENTS	5,000.00	-	11.91	4,988.09	0.24%
BOARD OF TRUSTEES	5,000.00	-	467.72	4,532.28	9.35%
GRAPHIC DESIGN	500.00	-	-	500.00	0.00%
MISCELLANEOUS	-	(60.00)	-	-	
TOTAL DIRECT EXPENSES:	17,600.00	60.25	4,806.61	12,793.39	27.31%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.20 FTE)	89,200.00	7,346.16	82,462.43	6,737.57	92.45%
BENEFITS EXPENSE	32,713.00	2,512.15	29,136.59	3,576.41	89.07%
OTHER INDIRECT EXPENSE	29,140.00	2,305.44	24,815.67	4,324.33	85.16%
TOTAL INDIRECT EXPENSES:	151,053.00	12,163.75	136,414.69	14,638.31	90.31%
TOTAL ALL EXPENSES:	168,653.00	12,224.00	141,221.30	27,431.70	83.73%
NET INCOME (LOSS):	(168,653.00)	(12,224.00)	(141,221.30)		

Washington State Bar Association
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91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
HUMAN RESOURCES					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	150.00	-	69.50	80.50	46.33%
STAFF MEMBERSHIP DUES	1,188.00	209.00	1,161.00	27.00	97.73%
SUBSCRIPTIONS	1,938.00	-	2,112.92	(174.92)	109.03%
STAFF TRAINING- GENERAL	29,400.00	522.30	27,040.64	2,359.36	91.97%
RECRUITING AND ADVERTISING	7,000.00	427.06	4,288.13	2,711.87	61.26%
PAYROLL PROCESSING	55,000.00	3,711.07	41,672.75	13,327.25	75.77%
SALARY SURVEYS	2,900.00	-	949.60	1,950.40	32.74%
THIRD PARTY SERVICES	22,500.00	13,487.25	35,299.50	(12,799.50)	156.89%
TRANSFER TO INDIRECT EXPENSE	(120,076.00)	(18,356.68)	(112,594.04)	(7,481.96)	93.77%
TOTAL DIRECT EXPENSES:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
INDIRECT EXPENSES:					
SALARY EXPENSE (2.48 FTE)	251,079.00	19,618.02	223,738.28	27,340.72	89.11%
ALLOWANCE FOR OPEN POSITIONS	(120,000.00)	-	-	(120,000.00)	0.00%
BENEFITS EXPENSE	80,529.00	6,298.29	73,487.01	7,041.99	91.26%
OTHER INDIRECT EXPENSE	60,222.00	4,773.67	51,383.17	8,838.83	85.32%
TOTAL INDIRECT EXPENSES:	<u>271,830.00</u>	<u>30,689.98</u>	<u>348,608.46</u>	<u>(76,778.46)</u>	<u>128.25%</u>
TOTAL ALL EXPENSES:	<u>271,830.00</u>	<u>30,689.98</u>	<u>348,608.46</u>	<u>(76,778.46)</u>	<u>128.25%</u>
NET INCOME (LOSS):	<u>(271,830.00)</u>	<u>(30,689.98)</u>	<u>(348,608.46)</u>		

Washington State Bar Association

Statement of Activities

For the Period from August 1, 2018 to August 31, 2018

91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LAW CLERK PROGRAM					
REVENUE:					
LAW CLERK FEES	110,000.00	1,500.00	124,950.00	(14,950.00)	113.59%
LAW CLERK APPLICATION FEES	2,000.00	100.00	2,500.00	(500.00)	125.00%
TOTAL REVENUE:	112,000.00	1,600.00	127,450.00	(15,450.00)	113.79%
DIRECT EXPENSES:					
SUBSCRIPTIONS	250.00	-	250.00	-	100.00%
CHARACTER & FITNESS INVESTIGATIONS	100.00	-	-	100.00	0.00%
LAW CLERK BOARD EXPENSE	4,000.00	882.94	5,077.06	(1,077.06)	126.93%
TOTAL DIRECT EXPENSES:	4,350.00	882.94	5,327.06	(977.06)	122.46%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.85 FTE)	67,292.00	5,631.72	61,177.49	6,114.51	90.91%
BENEFITS EXPENSE	23,746.00	1,838.33	21,152.95	2,593.05	89.08%
OTHER INDIRECT EXPENSE	20,640.00	1,627.37	17,516.95	3,123.05	84.87%
TOTAL INDIRECT EXPENSES:	111,678.00	9,097.42	99,847.39	11,830.61	89.41%
TOTAL ALL EXPENSES:	116,028.00	9,980.36	105,174.45	10,853.55	90.65%
NET INCOME (LOSS):	(4,028.00)	(8,380.36)	22,275.55		

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LEGISLATIVE					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	8,000.00	-	1,497.67	6,502.33	18.72%
STAFF MEMBERSHIP DUES	450.00	-	-	450.00	0.00%
SUBSCRIPTIONS	2,000.00	-	1,981.80	18.20	99.09%
TELEPHONE	3,000.00	-	240.11	2,759.89	8.00%
OLYMPIA RENT	2,500.00	-	1,918.33	581.67	76.73%
CONTRACT LOBBYIST	5,000.00	-	-	5,000.00	0.00%
LOBBYIST CONTACT COSTS	1,000.00	-	291.81	708.19	29.18%
LEGISLATIVE COMMITTEE	2,500.00	-	267.75	2,232.25	10.71%
BOG LEGISLATIVE COMMITTEE	250.00	-	240.79	9.21	96.32%
TOTAL DIRECT EXPENSES:	24,700.00	-	6,438.26	18,261.74	26.07%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.00 FTE)	75,380.00	2,227.58	35,933.67	39,446.33	47.67%
BENEFITS EXPENSE	27,080.00	1,712.91	19,166.36	7,913.64	70.78%
OTHER INDIRECT EXPENSE	24,283.00	1,925.76	20,728.39	3,554.61	85.36%
TOTAL INDIRECT EXPENSES:	126,743.00	5,866.25	75,828.42	50,914.58	59.83%
TOTAL ALL EXPENSES:	151,443.00	5,866.25	82,266.68	69,176.32	54.32%
NET INCOME (LOSS):	(151,443.00)	(5,866.25)	(82,266.68)		

Washington State Bar Association

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For the Period from August 1, 2018 to August 31, 2018

91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LICENSING & MEMBERSHIP RECORDS					
REVENUE:					
STATUS CERTIFICATE FEES	22,000.00	1,838.83	17,878.03	4,121.97	81.26%
RULE 9/LEGAL INTERN FEES	11,000.00	1,100.00	12,200.00	(1,200.00)	110.91%
INVESTIGATION FEES	20,000.00	2,100.00	21,500.00	(1,500.00)	107.50%
PRO HAC VICE	210,000.00	31,430.00	271,479.00	(61,479.00)	129.28%
MEMBER CONTACT INFORMATION	21,000.00	3,307.23	19,232.98	1,767.02	91.59%
PHOTO BAR CARD SALES	700.00	48.00	420.00	280.00	60.00%
TOTAL REVENUE:	284,700.00	39,824.06	342,710.01	(58,010.01)	120.38%
DIRECT EXPENSES:					
DEPRECIATION	11,496.00	1,151.00	11,508.00	(12.00)	100.10%
POSTAGE	31,500.00	949.52	30,634.14	865.86	97.25%
LICENSING FORMS	3,000.00	-	2,048.00	952.00	68.27%
TOTAL DIRECT EXPENSES:	45,996.00	2,100.52	44,190.14	1,805.86	96.07%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.65 FTE)	410,886.00	33,241.58	379,101.00	31,785.00	92.26%
BENEFITS EXPENSE	136,992.00	10,683.47	124,301.89	12,690.11	90.74%
OTHER INDIRECT EXPENSE	112,916.00	8,923.44	96,051.12	16,864.88	85.06%
TOTAL INDIRECT EXPENSES:	660,794.00	52,848.49	599,454.01	61,339.99	90.72%
TOTAL ALL EXPENSES:	706,790.00	54,949.01	643,644.15	63,145.85	91.07%
NET INCOME (LOSS):	(422,090.00)	(15,124.95)	(300,934.14)		

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91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LIMITED LICENSE LEGAL TECHNICIAN PROGRAM					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	600.00	(1,686.32)	96.00	504.00	16.00%
LLLT BOARD	17,000.00	2,385.16	18,293.81	(1,293.81)	107.61%
LLLT OUTREACH	8,000.00	33.00	2,641.52	5,358.48	33.02%
TOTAL DIRECT EXPENSES:	<u>25,600.00</u>	<u>731.84</u>	<u>21,031.33</u>	<u>4,568.67</u>	<u>82.15%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.75 FTE)	142,602.00	13,070.70	133,248.75	9,353.25	93.44%
BENEFITS EXPENSE	49,304.00	3,827.22	41,109.12	8,194.88	83.38%
OTHER INDIRECT EXPENSE	42,495.00	3,363.27	36,201.81	6,293.19	85.19%
TOTAL INDIRECT EXPENSES:	<u>234,401.00</u>	<u>20,261.19</u>	<u>210,559.68</u>	<u>23,841.32</u>	<u>89.83%</u>
TOTAL ALL EXPENSES:	<u>260,001.00</u>	<u>20,993.03</u>	<u>231,591.01</u>	<u>28,409.99</u>	<u>89.07%</u>
NET INCOME (LOSS):	<u><u>(260,001.00)</u></u>	<u><u>(20,993.03)</u></u>	<u><u>(231,591.01)</u></u>		

Washington State Bar Association

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91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
LIMITED PRACTICE OFFICERS					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
LPO BOARD	3,000.00	414.61	2,531.32	468.68	84.38%
TOTAL DIRECT EXPENSES:	3,000.00	414.61	2,531.32	468.68	84.38%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.16 FTE)	97,589.00	8,057.80	87,684.99	9,904.01	89.85%
BENEFITS EXPENSE	33,707.00	2,613.49	30,277.58	3,429.42	89.83%
OTHER INDIRECT EXPENSE	28,168.00	2,224.06	23,939.85	4,228.15	84.99%
TOTAL INDIRECT EXPENSES:	159,464.00	12,895.35	141,902.42	17,561.58	88.99%
TOTAL ALL EXPENSES:	162,464.00	13,309.96	144,433.74	18,030.26	88.90%
NET INCOME (LOSS):	(162,464.00)	(13,309.96)	(144,433.74)		

Washington State Bar Association

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91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MANDATORY CONTINUING LEGAL EDUCATION					
REVENUE:					
ACCREDITED PROGRAM FEES	282,000.00	23,850.00	267,050.00	14,950.00	94.70%
FORM 1 LATE FEES	100,000.00	9,450.00	128,590.00	(28,590.00)	128.59%
MEMBER LATE FEES	203,000.00	150.00	209,535.00	(6,535.00)	103.22%
ANNUAL ACCREDITED SPONSOR FEES	27,000.00	-	29,500.00	(2,500.00)	109.26%
ATTENDANCE FEES	60,000.00	924.00	47,427.00	12,573.00	79.05%
ATTENDANCE LATE FEES	60,000.00	5,775.00	64,855.00	(4,855.00)	108.09%
COMITY CERTIFICATES	29,000.00	250.00	28,000.67	999.33	96.55%
TOTAL REVENUE:	761,000.00	40,399.00	774,957.67	(13,957.67)	101.83%
DIRECT EXPENSES:					
DEPRECIATION	235,944.00	20,674.00	220,982.00	14,962.00	93.66%
STAFF MEMBERSHIP DUES	500.00	(416.00)	500.00	-	100.00%
MCLE BOARD	2,000.00	157.91	775.76	1,224.24	38.79%
TOTAL DIRECT EXPENSES:	238,444.00	20,415.91	222,257.76	16,186.24	93.21%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.80 FTE)	311,815.00	20,991.16	293,562.54	18,252.46	94.15%
BENEFITS EXPENSE	113,165.00	8,177.93	101,383.79	11,781.21	89.59%
OTHER INDIRECT EXPENSE	115,344.00	9,140.48	98,386.92	16,957.08	85.30%
TOTAL INDIRECT EXPENSES:	540,324.00	38,309.57	493,333.25	46,990.75	91.30%
TOTAL ALL EXPENSES:	778,768.00	58,725.48	715,591.01	63,176.99	91.89%
NET INCOME (LOSS):	(17,768.00)	(18,326.48)	59,366.66		

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MEMBER ASSISTANCE PROGRAM					
REVENUE:					
DIVERSIONS	10,000.00	2,187.50	10,580.00	(580.00)	105.80%
LAP GROUPS REVENUE	-	-	515.00	(515.00)	
TOTAL REVENUE:	10,000.00	2,187.50	11,095.00	(1,095.00)	110.95%
DIRECT EXPENSES:					
PUBLICATIONS PRODUCTION	200.00	-	-	200.00	0.00%
STAFF MEMBERSHIP DUES	350.00	-	226.00	124.00	64.57%
CONFERENCE CALLS	100.00	-	-	100.00	0.00%
PROF LIAB INSURANCE	850.00	-	775.50	74.50	91.24%
TOTAL DIRECT EXPENSES:	1,500.00	-	1,001.50	498.50	66.77%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.87 FTE)	79,821.00	6,638.42	74,299.55	5,521.45	93.08%
BENEFITS EXPENSE	31,796.00	2,106.62	24,503.62	7,292.38	77.07%
OTHER INDIRECT EXPENSE	21,126.00	1,681.61	18,100.78	3,025.22	85.68%
TOTAL INDIRECT EXPENSES:	132,743.00	10,426.65	116,903.95	15,839.05	88.07%
TOTAL ALL EXPENSES:	134,243.00	10,426.65	117,905.45	16,337.55	87.83%
NET INCOME (LOSS):	(124,243.00)	(8,239.15)	(106,810.45)		

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MEMBERSHIP BENEFITS					
REVENUE:					
MP3 SALES	-	49.00	1,372.00	(1,372.00)	
DIGITAL VIDEO SALES	-	245.00	4,998.00	(4,998.00)	
SEMINAR REVENUE-OTHER	-	-	4,500.00	(4,500.00)	
TOTAL REVENUE:	-	294.00	10,870.00	(10,870.00)	
DIRECT EXPENSES:					
LEGAL LUNCHBOX COURSEBOOK PRODUCTION	500.00	-	-	500.00	0.00%
LEGAL LUNCHBOX SPEAKERS & PROGRAM	1,700.00	-	1,300.42	399.58	76.50%
WSBA CONNECTS	46,560.00	-	34,920.00	11,640.00	75.00%
CASEMAKER	75,000.00	6,261.21	68,670.53	6,329.47	91.56%
TOTAL DIRECT EXPENSES:	123,760.00	6,261.21	104,890.95	18,869.05	84.75%
INDIRECT EXPENSES:	23,718.00	1,976.16	22,168.76	1,549.24	93.47%
SALARY EXPENSE (0.40 FTE)	9,377.00	760.07	8,749.38	627.62	93.31%
BENEFITS EXPENSE	9,713.00	759.46	8,174.54	1,538.46	84.16%
OTHER INDIRECT EXPENSE					
TOTAL INDIRECT EXPENSES:	42,808.00	3,495.69	39,092.68	3,715.32	91.32%
TOTAL ALL EXPENSES:	166,568.00	9,756.90	143,983.63	22,584.37	86.44%
NET INCOME (LOSS):	(166,568.00)	(9,462.90)	(133,113.63)		

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MENTORSHIP PROGRAM					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	2,000.00	18.00	831.45	1,168.55	41.57%
SUBSCRIPTIONS	125.00	-	-	125.00	0.00%
CONFERENCE CALLS	100.00	-	10.34	89.66	10.34%
MENTORSHIP PROGRAM EXPENSES	2,500.00	-	526.72	1,973.28	21.07%
RECEPTION/FORUM EXPENSE	6,500.00	-	6,099.19	400.81	93.83%
TOTAL DIRECT EXPENSES:	11,225.00	18.00	7,467.70	3,757.30	66.53%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.90 FTE)	61,746.00	5,221.82	53,537.17	8,208.83	86.71%
BENEFITS EXPENSE	22,792.00	1,812.12	20,960.65	1,831.35	91.96%
OTHER INDIRECT EXPENSE	21,855.00	1,735.86	18,684.76	3,170.24	85.49%
TOTAL INDIRECT EXPENSES:	106,393.00	8,769.80	93,182.58	13,210.42	87.58%
TOTAL ALL EXPENSES:	117,618.00	8,787.80	100,650.28	16,967.72	85.57%
NET INCOME (LOSS):	(117,618.00)	(8,787.80)	(100,650.28)		

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
NEW MEMBER PROGRAM					
REVENUE:					
NMP PRODUCT SALES	15,000.00	4,987.00	85,046.05	(70,046.05)	566.97%
SPONSORSHIPS	1,200.00	-	1,095.00	105.00	91.25%
SEMINAR REGISTRATIONS	20,000.00	4,959.00	42,993.21	(22,993.21)	214.97%
TRIAL ADVOCACY PROGRAM	17,000.00	-	12,332.25	4,667.75	72.54%
TOTAL REVENUE:	53,200.00	9,946.00	141,466.51	(88,266.51)	265.91%
DIRECT EXPENSES:					
YLL SECTION PROGRAM	1,500.00	-	793.17	706.83	52.88%
CLE COMPS	1,500.00	-	-	1,500.00	0.00%
STAFF TRAVEL/PARKING	2,000.00	229.86	1,257.56	742.44	62.88%
STAFF MEMBERSHIP DUES	30.00	-	70.00	(40.00)	233.33%
ONLINE EXPENSES	2,250.00	-	-	2,250.00	0.00%
SEMINAR BROCHURES	1,500.00	-	-	1,500.00	0.00%
SPEAKERS & PROGRAM DEVELOPMENT	1,500.00	92.13	1,012.13	487.87	67.48%
NEW LAWYER OUTREACH EVENTS	3,000.00	-	83.05	2,916.95	2.77%
NEW LAWYERS COMMITTEE	15,000.00	2,395.16	7,392.55	7,607.45	49.28%
OPEN SECTIONS NIGHT	3,000.00	-	5,176.87	(2,176.87)	172.56%
TRIAL ADVOCACY PROGRAM	2,500.00	-	2,757.17	(257.17)	110.29%
SCHOLARSHIPS/DONATIONS/GRANT	2,000.00	1,350.00	1,744.93	255.07	87.25%
TOTAL DIRECT EXPENSES:	35,780.00	4,067.15	20,287.43	15,492.57	56.70%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.20 FTE)	152,719.00	12,444.66	133,828.77	18,890.23	87.63%
BENEFITS EXPENSE	56,408.00	4,503.56	52,215.06	4,192.94	92.57%
OTHER INDIRECT EXPENSE	53,422.00	4,231.16	45,544.12	7,877.88	85.25%
TOTAL INDIRECT EXPENSES:	262,549.00	21,179.38	231,587.95	30,961.05	88.21%
TOTAL ALL EXPENSES:	298,329.00	25,246.53	251,875.38	46,453.62	84.43%
NET INCOME (LOSS):	(245,129.00)	(15,300.53)	(110,408.87)		

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91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
NORTHWEST LAWYER					
REVENUE:					
ROYALTIES	-	-	1,148.80	(1,148.80)	
DISPLAY ADVERTISING	400,000.00	41,991.00	234,320.25	165,679.75	58.58%
SUBSCRIPT/SINGLE ISSUES	350.00	(0.18)	215.82	134.18	61.66%
CLASSIFIED ADVERTISING	100,000.00	18,911.23	152,394.02	(52,394.02)	152.39%
GEN ANNOUNCEMENTS	15,000.00	520.00	7,830.00	7,170.00	52.20%
PROF ANNOUNCEMENTS	23,000.00	1,678.00	11,773.50	11,226.50	51.19%
TOTAL REVENUE:	538,350.00	63,100.05	407,682.39	130,667.61	75.73%
DIRECT EXPENSES:					
BAD DEBT EXPENSE	6,000.00	(550.00)	(2,482.00)	8,482.00	-41.37%
POSTAGE	89,000.00	9,857.43	77,996.74	11,003.26	87.64%
PRINTING, COPYING & MAILING	250,000.00	-	128,406.34	121,593.66	51.36%
DIGITAL/ONLINE DEVELOPMENT	10,200.00	-	3,500.00	6,700.00	34.31%
GRAPHICS/ARTWORK	3,500.00	-	882.80	2,617.20	25.22%
OUTSIDE SALES EXPENSE	75,000.00	13,639.20	39,670.50	35,329.50	52.89%
EDITORIAL ADVISORY COMMITTEE	800.00	-	486.68	313.32	60.84%
TOTAL DIRECT EXPENSES:	434,500.00	22,946.63	248,461.06	186,038.94	57.18%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.80 FTE)	129,203.00	15,990.31	115,000.31	14,202.69	89.01%
BENEFITS EXPENSE	52,295.00	3,744.73	40,931.46	11,363.54	78.27%
OTHER INDIRECT EXPENSE	43,709.00	3,471.71	37,369.53	6,339.47	85.50%
TOTAL INDIRECT EXPENSES:	225,207.00	23,206.75	193,301.30	31,905.70	85.83%
TOTAL ALL EXPENSES:	659,707.00	46,153.38	441,762.36	217,944.64	66.96%
NET INCOME (LOSS):	(121,357.00)	16,946.67	(34,079.97)		

Washington State Bar Association
Statement of Activities
For the Period from August 1, 2018 to August 31, 2018
91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OFFICE OF GENERAL COUNSEL					
REVENUE:					
COPY FEES	-	5.25	519.65	(519.65)	
TOTAL REVENUE:	-	5.25	519.65	(519.65)	
DIRECT EXPENSES:					
DEPRECIATION	556.00	-	-	556.00	0.00%
STAFF TRAVEL/PARKING	3,240.00	-	2,903.72	336.28	89.62%
STAFF MEMBERSHIP DUES	1,500.00	-	412.00	1,088.00	27.47%
COURT RULES COMMITTEE	4,000.00	-	1,219.32	2,780.68	30.48%
DISCIPLINE ADVISORY ROUNDTABLE	1,500.00	-	-	1,500.00	0.00%
CUSTODIANSHIPS	2,500.00	-	1,142.89	1,357.11	45.72%
LITIGATION EXPENSES	-	63.85	65.60	(65.60)	
TOTAL DIRECT EXPENSES:	13,296.00	63.85	5,743.53	7,552.47	43.20%
INDIRECT EXPENSES:					
SALARY EXPENSE (5.41 FTE)	507,852.00	23,143.66	402,104.36	105,747.64	79.18%
BENEFITS EXPENSE	172,072.00	10,933.40	142,054.42	30,017.58	82.56%
OTHER INDIRECT EXPENSE	131,371.00	10,388.13	111,816.49	19,554.51	85.12%
TOTAL INDIRECT EXPENSES:	811,295.00	44,465.19	655,975.27	155,319.73	80.86%
TOTAL ALL EXPENSES:	824,591.00	44,529.04	661,718.80	162,872.20	80.25%
NET INCOME (LOSS):	(824,591.00)	(44,523.79)	(661,199.15)		

Washington State Bar Association
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91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OFFICE OF GENERAL COUNSEL - DISCIPLINARY BOARD					
REVENUE:					
TOTAL REVENUE:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
DIRECT EXPENSE:					
STAFF MEMBERSHIP DUES	500.00	-	328.20	171.80	65.64%
DISCIPLINARY BOARD EXPENSES	10,000.00	20.21	8,325.40	1,674.60	83.25%
CHIEF HEARING OFFICER	33,000.00	2,500.00	27,833.60	5,166.40	84.34%
HEARING OFFICER EXPENSES	3,000.00	-	2,995.90	4.10	99.86%
HEARING OFFICER TRAINING	2,000.00	-	1,014.95	985.05	50.75%
OUTSIDE COUNSEL	55,000.00	3,000.00	36,750.00	18,250.00	66.82%
DISCIPLINARY SELECTION PANEL	-	-	321.66	(321.66)	
TOTAL DIRECT EXPENSES:	<u>103,500.00</u>	<u>5,520.21</u>	<u>77,569.71</u>	<u>25,930.29</u>	<u>74.95%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.60 FTE)	119,426.00	7,819.01	108,059.61	11,366.39	90.48%
BENEFITS EXPENSE	45,067.00	2,840.69	36,207.35	8,859.65	80.34%
OTHER INDIRECT EXPENSE	38,853.00	3,064.91	32,990.32	5,862.68	84.91%
TOTAL INDIRECT EXPENSES:	<u>203,346.00</u>	<u>13,724.61</u>	<u>177,257.28</u>	<u>26,088.72</u>	<u>87.17%</u>
TOTAL ALL EXPENSES:	<u>306,846.00</u>	<u>19,244.82</u>	<u>254,826.99</u>	<u>52,019.01</u>	<u>83.05%</u>
NET INCOME (LOSS):	<u>(306,846.00)</u>	<u>(19,244.82)</u>	<u>(254,826.99)</u>		

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
OUTREACH & ENGAGEMENT					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSE:					
STAFF TRAVEL/PARKING	400.00	-	-	400.00	0.00%
STAFF MEMBERSHIP DUES	300.00	-	219.00	81.00	73.00%
CONFERENCE CALLS	200.00	-	-	200.00	0.00%
ABA DELEGATES	4,500.00	2,497.43	2,937.43	1,562.57	65.28%
ANNUAL CHAIR MEETINGS	600.00	-	624.09	(24.09)	104.02%
JUDICIAL RECOMMENDATIONS COMMITTEE	4,500.00	-	4,120.61	379.39	91.57%
BOG ELECTIONS	6,500.00	-	6,688.29	(188.29)	102.90%
BAR OUTREACH	5,000.00	330.87	1,621.71	3,378.29	32.43%
PROFESSIONALISM	750.00	-	-	750.00	0.00%
TOTAL DIRECT EXPENSES:	22,750.00	2,828.30	16,211.13	6,538.87	71.26%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.83 FTE)	218,297.00	21,600.63	202,920.51	15,376.49	92.96%
BENEFITS EXPENSE	77,759.00	6,593.86	70,254.71	7,504.29	90.35%
OTHER INDIRECT EXPENSE	68,721.00	5,424.59	58,389.76	10,331.24	84.97%
TOTAL INDIRECT EXPENSES:	364,777.00	33,619.08	331,564.98	33,212.02	90.90%
TOTAL ALL EXPENSES:	387,527.00	36,447.38	347,776.11	39,750.89	89.74%
NET INCOME (LOSS):	(387,527.00)	(36,447.38)	(347,776.11)		

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PRACTICE MANAGEMENT ASSISTANCE					
REVENUE:					
ROYALTIES	15,000.00	8,037.63	40,533.39	(25,533.39)	270.22%
LAW OFFICE IN A BOX SALES	-	-	45.00	(45.00)	
TOTAL REVENUE:	15,000.00	8,037.63	40,578.39	(25,578.39)	270.52%
DIRECT EXPENSE:					
STAFF TRAVEL/PARKING	2,000.00	17.48	273.63	1,726.37	13.68%
STAFF MEMBERSHIP DUES	500.00	-	-	500.00	0.00%
CONFERENCE CALLS	100.00	-	120.52	(20.52)	120.52%
LIBRARY MATERIALS/RESOURCES	1,000.00	-	77.83	922.17	7.78%
WSBA MEMBER BENEFITS OPEN HOUSE	2,250.00	-	640.69	1,609.31	28.48%
TOTAL DIRECT EXPENSES:	5,850.00	17.48	1,112.67	4,737.33	19.02%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.50 FTE)	128,060.00	10,665.70	114,272.71	13,787.29	89.23%
BENEFITS EXPENSE	43,808.00	3,437.33	40,009.35	3,798.65	91.33%
OTHER INDIRECT EXPENSE	36,424.00	2,875.06	30,946.63	5,477.37	84.96%
TOTAL INDIRECT EXPENSES:	208,292.00	16,978.09	185,228.69	23,063.31	88.93%
TOTAL ALL EXPENSES:	214,142.00	16,995.57	186,341.36	27,800.64	87.02%
NET INCOME (LOSS):	(199,142.00)	(8,957.94)	(145,762.97)		

Washington State Bar Association

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PRACTICE OF LAW BOARD					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
TRANSLATION SERVICES	200.00	-	-	200.00	0.00%
PRACTICE OF LAW BOARD	15,000.00	1,327.55	14,948.76	51.24	99.66%
TOTAL DIRECT EXPENSES:	15,200.00	1,327.55	14,948.76	251.24	98.35%
INDIRECT EXPENSES:					
SALARY EXPENSE (0.65 FTE)	66,165.00	5,273.27	61,683.55	4,481.45	93.23%
BENEFITS EXPENSE	21,484.00	1,543.96	18,413.16	3,070.84	85.71%
OTHER INDIRECT EXPENSE	15,784.00	1,247.64	13,429.67	2,354.33	85.08%
TOTAL INDIRECT EXPENSES:	103,433.00	8,064.87	93,526.38	9,906.62	90.42%
TOTAL ALL EXPENSES:	118,633.00	9,392.42	108,475.14	10,157.86	91.44%
NET INCOME (LOSS):	(118,633.00)	(9,392.42)	(108,475.14)		

Washington State Bar Association

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91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PROFESSIONAL RESPONSIBILITY PROGRAM					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	1,800.00	-	2,436.17	(636.17)	135.34%
STAFF MEMBERSHIP DUES	500.00	-	366.00	134.00	73.20%
CPE COMMITTEE	4,000.00	114.16	4,543.59	(543.59)	113.59%
TOTAL DIRECT EXPENSES:	6,300.00	114.16	7,345.76	(1,045.76)	116.60%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.89 FTE)	169,758.00	13,124.76	148,942.68	20,815.32	87.74%
BENEFITS EXPENSE	62,970.00	4,298.70	50,542.75	12,427.25	80.26%
OTHER INDIRECT EXPENSE	45,895.00	3,634.45	39,121.17	6,773.83	85.24%
TOTAL INDIRECT EXPENSES:	278,623.00	21,057.91	238,606.60	40,016.40	85.64%
TOTAL ALL EXPENSES:	284,923.00	21,172.07	245,952.36	38,970.64	86.32%
NET INCOME (LOSS):	(284,923.00)	(21,172.07)	(245,952.36)		

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PUBLIC SERVICE PROGRAMS					
REVENUE:					
DONATIONS & GRANTS	95,000.00	-	102,500.00	(7,500.00)	107.89%
PSP PRODUCT SALES	10,000.00	-	3,504.00	6,496.00	35.04%
TOTAL REVENUE:	105,000.00	-	106,004.00	(1,004.00)	100.96%
DIRECT EXPENSES:					
DONATIONS/SPONSORSHIPS/GRANTS	207,915.00	-	178,448.49	29,466.51	85.83%
POSTAGE	500.00	-	-	500.00	0.00%
PRINTING & COPYING	500.00	-	-	500.00	0.00%
STAFF TRAVEL/PARKING	2,000.00	78.42	646.01	1,353.99	32.30%
CONFERENCE CALLS	200.00	-	6.66	193.34	3.33%
PRO BONO & PUBLIC SERVICE COMMITTEE	2,000.00	-	842.59	1,157.41	42.13%
PUBLIC SERVICE EVENTS AND PROJECTS	11,500.00	30.28	4,605.47	6,894.53	40.05%
TOTAL DIRECT EXPENSES:	224,615.00	108.70	184,549.22	40,065.78	82.16%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.77 FTE)	136,436.00	5,599.76	101,297.13	35,138.87	74.25%
BENEFITS EXPENSE	48,060.00	2,936.77	39,903.31	8,156.69	83.03%
OTHER INDIRECT EXPENSE	42,981.00	3,390.37	36,493.60	6,487.40	84.91%
TOTAL INDIRECT EXPENSES:	227,477.00	11,926.90	177,694.04	49,782.96	78.12%
TOTAL ALL EXPENSES:	452,092.00	12,035.60	362,243.26	89,848.74	80.13%
NET INCOME (LOSS):	(347,092.00)	(12,035.60)	(256,239.26)		

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
PUBLICATION & DESIGN SERVICES					
REVENUE:	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL REVENUE:	<u> -</u>	<u> -</u>	<u> -</u>	<u> -</u>	<u> </u>
DIRECT EXPENSES:	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
IMAGE LIBRARY	4,100.00	-	4,100.00	-	100.00%
TOTAL DIRECT EXPENSES:	<u>4,100.00</u>	<u>-</u>	<u>4,100.00</u>	<u>-</u>	<u>100.00%</u>
INDIRECT EXPENSES:					
SALARY EXPENSE (1.39 FTE)	90,187.00	8,948.99	84,607.45	5,579.55	93.81%
BENEFITS EXPENSE	34,341.00	2,664.33	30,576.00	3,765.00	89.04%
OTHER INDIRECT EXPENSE	<u>33,753.00</u>	<u>2,685.16</u>	<u>28,903.10</u>	<u>4,849.90</u>	<u>85.63%</u>
TOTAL INDIRECT EXPENSES:	<u>158,281.00</u>	<u>14,298.48</u>	<u>144,086.55</u>	<u>14,194.45</u>	<u>91.03%</u>
TOTAL ALL EXPENSES:	<u>162,381.00</u>	<u>14,298.48</u>	<u>148,186.55</u>	<u>14,194.45</u>	<u>91.26%</u>
NET INCOME (LOSS):	<u><u>(162,381.00)</u></u>	<u><u>(14,298.48)</u></u>	<u><u>(148,186.55)</u></u>		

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
SECTIONS ADMINISTRATION					
REVENUE:					
REIMBURSEMENTS FROM SECTIONS	308,000.00	1,106.25	304,687.50	3,312.50	98.92%
TOTAL REVENUE:	308,000.00	1,106.25	304,687.50	3,312.50	98.92%
DIRECT EXPENSES:					
STAFF TRAVEL/PARKING	1,200.00	-	715.69	484.31	59.64%
SUBSCRIPTIONS	300.00	-	372.00	(72.00)	124.00%
CONFERENCE CALLS	300.00	-	241.01	58.99	80.34%
MISCELLANEOUS	300.00	-	225.71	74.29	75.24%
SECTION/COMMITTEE CHAIR MTGS	2,000.00	-	828.73	1,171.27	41.44%
DUES STATEMENTS	6,000.00	-	5,257.54	742.46	87.63%
TOTAL DIRECT EXPENSES:	10,100.00	-	7,640.68	2,459.32	75.65%
INDIRECT EXPENSES:					
SALARY EXPENSE (4.00 FTE)	266,847.00	21,917.32	231,930.67	34,916.33	86.92%
BENEFITS EXPENSE	100,979.00	8,015.10	89,210.48	11,768.52	88.35%
OTHER INDIRECT EXPENSE	97,132.00	7,675.83	82,621.73	14,510.27	85.06%
TOTAL INDIRECT EXPENSES:	464,958.00	37,608.25	403,762.88	61,195.12	86.84%
TOTAL ALL EXPENSES:	475,058.00	37,608.25	411,403.56	63,654.44	86.60%
NET INCOME (LOSS):	(167,058.00)	(36,502.00)	(106,716.06)		

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
TECHNOLOGY					
REVENUE:					
TOTAL REVENUE:	-	-	-	-	
DIRECT EXPENSES:					
CONSULTING SERVICES	110,000.00	17,793.67	78,319.43	31,680.57	71.20%
STAFF TRAVEL/PARKING	2,500.00	-	-	2,500.00	0.00%
STAFF MEMBERSHIP DUES	110.00	-	45.00	65.00	40.91%
TELEPHONE	24,000.00	1,398.89	16,897.30	7,102.70	70.41%
COMPUTER HARDWARE	29,000.00	-	31,157.61	(2,157.61)	107.44%
COMPUTER SOFTWARE	29,000.00	2,995.00	14,789.00	14,211.00	51.00%
HARDWARE SERVICE & WARRANTIES	47,000.00	-	22,789.49	24,210.51	48.49%
SOFTWARE MAINTENANCE & LICENSING	270,000.00	6,890.49	180,191.67	89,808.33	66.74%
TELEPHONE HARDWARE & MAINTENANCE	26,000.00	-	19,086.43	6,913.57	73.41%
COMPUTER SUPPLIES	34,000.00	279.78	8,747.19	25,252.81	25.73%
THIRD PARTY SERVICES	74,050.00	1,152.25	43,673.80	30,376.20	58.98%
TRANSFER TO INDIRECT EXPENSES	(645,660.00)	(30,510.08)	(415,696.92)	(229,963.08)	64.38%
TOTAL DIRECT EXPENSES:	-	(0.00)	-	-	
INDIRECT EXPENSES:					
SALARY EXPENSE (12.10 FTE)	1,036,073.00	79,702.89	929,648.56	106,424.44	89.73%
BENEFITS EXPENSE	355,694.00	26,894.61	317,735.45	37,958.55	89.33%
CAPITAL LABOR & OVERHEAD	(194,000.00)	(9,377.04)	(101,936.12)	(92,063.88)	52.54%
OTHER INDIRECT EXPENSE	293,823.00	23,244.38	250,728.60	43,094.40	85.33%
TOTAL INDIRECT EXPENSES:	1,491,590.00	120,464.84	1,396,176.49	95,413.51	93.60%
TOTAL ALL EXPENSES:	1,491,590.00	120,464.84	1,396,176.49	95,413.51	93.60%
NET INCOME (LOSS):	(1,491,590.00)	(120,464.84)	(1,396,176.49)		

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	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
CONTINUING LEGAL EDUCATION (CLE)					
REVENUE:					
SEMINAR REGISTRATIONS	864,735.00	111,308.50	786,917.23	77,817.77	91.00%
SEMINAR-EXHIB/SPNSR/ETC	29,500.00	-	19,000.00	10,500.00	64.41%
SHIPPING & HANDLING	1,000.00	67.50	808.97	191.03	80.90%
COURSEBOOK SALES	17,000.00	1,070.00	9,442.24	7,557.76	55.54%
MP3 AND VIDEO SALES	950,000.00	24,196.42	907,090.89	42,909.11	95.48%
TOTAL REVENUE:	1,862,235.00	136,642.42	1,723,259.33	138,975.67	92.54%
DIRECT EXPENSES:					
COURSEBOOK PRODUCTION	4,000.00	84.98	1,500.28	2,499.72	37.51%
POSTAGE - FLIERS/CATALOGS	30,000.00	-	10,432.38	19,567.62	34.77%
POSTAGE - MISC./DELIVERY	2,500.00	245.00	570.00	1,930.00	22.80%
DEPRECIATION	10,615.00	633.00	5,074.00	5,541.00	47.80%
ONLINE EXPENSES	82,000.00	3,468.24	77,801.06	4,198.94	94.88%
ACCREDITATION FEES	3,550.00	378.00	5,561.00	(2,011.00)	156.65%
SEMINAR BROCHURES	55,000.00	4,365.58	23,247.10	31,752.90	42.27%
FACILITIES	250,000.00	12,410.00	207,840.00	42,160.00	83.14%
SPEAKERS & PROGRAM DEVELOP	58,000.00	8,326.15	47,734.03	10,265.97	82.30%
SPLITS TO SECTIONS	51,777.00	969.75	18,881.94	32,895.06	36.47%
SPLITS TO CO-SPONSORS	7,500.00	-	-	7,500.00	0.00%
HONORARIA	10,000.00	-	500.00	9,500.00	5.00%
CLE SEMINAR COMMITTEE	500.00	-	149.50	350.50	29.90%
BAD DEBT EXPENSE	600.00	(117.50)	399.00	201.00	66.50%
STAFF TRAVEL/PARKING	3,000.00	(441.16)	5,922.95	(2,922.95)	197.43%
STAFF MEMBERSHIP DUES	1,550.00	-	-	1,550.00	0.00%
SUPPLIES	2,000.00	84.36	1,633.59	366.41	81.68%
COST OF SALES - COURSEBOOKS	1,190.00	96.24	870.23	319.77	73.13%
A/V DEVELOP COSTS (RECORDING)	1,500.00	(671.46)	840.12	659.88	56.01%
SHIPPING SUPPLIES	100.00	-	-	100.00	0.00%
POSTAGE & DELIVERY-COURSEBOOKS	2,000.00	21.27	308.25	1,691.75	15.41%
STAFF TRAVEL/PARKING	-	671.46	1,396.04	(1,396.04)	
MISCELLANEOUS	200.00	-	-	200.00	0.00%
TOTAL DIRECT EXPENSES:	577,582.00	30,523.91	410,661.47	166,920.53	71.10%
INDIRECT EXPENSES:					
SALARY EXPENSE (9.94 FTE)	641,812.00	54,633.87	607,163.68	34,648.32	94.60%
BENEFITS EXPENSE	244,970.00	19,544.73	226,018.77	18,951.23	92.26%
OTHER INDIRECT EXPENSE	241,372.00	19,094.60	205,532.22	35,839.78	85.15%
TOTAL INDIRECT EXPENSES:	1,128,154.00	93,273.20	1,038,714.67	89,439.33	92.07%
TOTAL ALL EXPENSES:	1,705,736.00	123,797.11	1,449,376.14	256,359.86	84.97%
NET INCOME (LOSS):	156,499.00	12,845.31	273,883.19		

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DESKBOOKS					
REVENUE:					
SHIPPING & HANDLING	4,000.00	148.50	2,173.91	1,826.09	54.35%
DESKBOOK SALES	100,000.00	4,051.50	62,092.53	37,907.47	62.09%
SECTION PUBLICATION SALES	6,000.00	225.00	4,242.50	1,757.50	70.71%
CASEMAKER ROYALTIES	60,000.00	-	50,982.99	9,017.01	84.97%
TOTAL REVENUE:	170,000.00	4,425.00	119,491.93	50,508.07	70.29%
DIRECT EXPENSES:					
COST OF SALES - DESKBOOKS	70,000.00	3,288.85	48,936.16	21,063.84	69.91%
COST OF SALES - SECTION PUBLICATION	1,000.00	39.02	739.26	260.74	73.93%
SPLITS TO SECTIONS	2,000.00	-	2,143.70	(143.70)	107.19%
DESKBOOK ROYALTIES	1,000.00	-	414.87	585.13	41.49%
SHIPPING SUPPLIES	250.00	-	-	250.00	0.00%
POSTAGE & DELIVER-DESKBOOKS	3,000.00	109.55	455.09	2,544.91	15.17%
FLIERS/CATALOGS	5,000.00	-	50.00	4,950.00	1.00%
POSTAGE - FLIERS/CATALOGS	2,500.00	-	-	2,500.00	0.00%
COMPLIMENTARY BOOK PROGRAM	2,000.00	-	-	2,000.00	0.00%
OBSOLETE INVENTORY	-	-	842.50	(842.50)	
BAD DEBT EXPENSE	100.00	-	-	100.00	0.00%
RECORDS STORAGE - OFF SITE	7,440.00	-	6,820.00	620.00	91.67%
STAFF MEMBERSHIP DUES	205.00	-	-	205.00	0.00%
MISCELLANEOUS	200.00	-	24.26	175.74	12.13%
TOTAL DIRECT EXPENSES:	94,695.00	3,437.42	60,425.84	34,269.16	63.81%
INDIRECT EXPENSES:					
SALARY EXPENSE (2.15 FTE)	140,713.00	11,728.02	130,741.73	9,971.27	92.91%
BENEFITS EXPENSE	53,392.00	4,279.19	49,507.94	3,884.06	92.73%
OTHER INDIRECT EXPENSE	52,208.00	4,122.72	44,376.38	7,831.62	85.00%
TOTAL INDIRECT EXPENSES:	246,313.00	20,129.93	224,626.05	21,686.95	91.20%
TOTAL ALL EXPENSES:	341,008.00	23,567.35	285,051.89	55,956.11	83.59%
NET INCOME (LOSS):	(171,008.00)	(19,142.35)	(165,559.96)		

Washington State Bar Association
Statement of Activities
For the Period from August 1, 2018 to August 31, 2018
91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
CLIENT PROTECTION FUND					
REVENUE:					
CPF RESTITUTION	3,000.00	241.70	27,851.04	(24,851.04)	928.37%
CPF MEMBER ASSESSMENTS	982,000.00	4,633.00	987,595.80	(5,595.80)	100.57%
INTEREST INCOME	7,500.00	6,061.98	39,860.49	(32,360.49)	531.47%
TOTAL REVENUE:	992,500.00	10,936.68	1,055,307.33	(62,807.33)	106.33%
DIRECT EXPENSES:					
BANK FEES - WELLS FARGO	1,000.00	(74.84)	(897.45)	1,897.45	-89.75%
GIFTS TO INJURED CLIENTS	400,000.00	5,000.00	105,493.50	294,506.50	26.37%
CPF BOARD EXPENSES	2,000.00	113.88	1,425.82	574.18	71.29%
TOTAL DIRECT EXPENSES:	403,000.00	5,039.04	106,021.87	296,978.13	26.31%
INDIRECT EXPENSES:					
SALARY EXPENSE (1.35 FTE)	95,818.00	6,478.20	94,091.36	1,726.64	98.20%
BENEFITS EXPENSE	35,213.00	2,445.91	31,471.83	3,741.17	89.38%
OTHER INDIRECT EXPENSE	32,782.00	2,603.79	27,813.68	4,968.32	84.84%
TOTAL INDIRECT EXPENSES:	163,813.00	11,527.90	153,376.87	10,436.13	93.63%
TOTAL ALL EXPENSES:	566,813.00	16,566.94	259,398.74	307,414.26	45.76%
NET INCOME (LOSS):	425,687.00	(5,630.26)	795,908.59		

Washington State Bar Association

Statement of Activities

For the Period from August 1, 2018 to August 31, 2018

91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
MANAGEMENT OF WESTERN STATES BAR CONFERENCE (NO WSBA FUNDS)					
REVENUE:					
REGISTRATION REVENUE	25,500.00	-	22,950.00	2,550.00	90.00%
OTHER ACTIVITIES REGISTRATION REVENUE	13,000.00	-	10,150.00	2,850.00	78.08%
WESTERN STATES BAR MEMBERSHIP DUES	2,400.00	-	2,250.00	150.00	93.75%
SPONSORSHIPS	9,000.00	-	7,700.00	1,300.00	85.56%
TOTAL REVENUE:	49,900.00	-	43,050.00	6,850.00	86.27%
DIRECT EXPENSES:					
FACILITIES	40,000.00	-	48,916.53	(8,916.53)	122.29%
SPEAKERS & PROGRAM DEVELOPMENT	1,400.00	-	500.94	899.06	35.78%
BANK FEES	560.00	-	170.07	389.93	30.37%
WSBC PRESIDENT TRAVEL	500.00	-	457.40	42.60	91.48%
OPTIONAL ACTIVITIES EXPENSE	1,500.00	-	1,719.91	(219.91)	114.66%
MARKETING EXPENSE	600.00	-	764.29	(164.29)	127.38%
STAFF TRAVEL/PARKING	2,300.00	744.20	1,812.71	487.29	78.81%
TOTAL DIRECT EXPENSES:	46,860.00	744.20	54,341.85	(7,481.85)	115.97%
INDIRECT EXPENSES:					
TOTAL INDIRECT EXPENSES:	-	-	-	-	
TOTAL ALL EXPENSES:	46,860.00	744.20	54,341.85	(7,481.85)	115.97%
NET INCOME (LOSS):	3,040.00	(744.20)	(11,291.85)		

Washington State Bar Association
Statement of Activities
For the Period from August 1, 2018 to August 31, 2018
91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
SECTIONS OPERATIONS					
REVENUE:					
SECTION DUES	484,380.00	1,775.00	462,833.75	21,546.25	95.55%
SEMINAR PROFIT SHARE	78,934.45	9,859.95	37,074.59	41,859.86	46.97%
INTEREST INCOME	1,371.00	-	-	1,371.00	0.00%
PUBLICATIONS REVENUE	4,000.00	648.18	4,675.32	(675.32)	116.88%
OTHER	44,525.00	1,420.00	42,940.67	1,584.33	96.44%
TOTAL REVENUE:	613,210.45	13,703.13	547,524.33	65,686.12	89.29%
DIRECT EXPENSES:					
DIRECT EXPENSES OF SECTION ACTIVITIES	584,980.00	15,952.78	299,837.21	285,142.79	51.26%
REIMBURSEMENT TO WSBA FOR INDIRECT EXPENSES	318,382.50	1,106.25	304,687.50	13,695.00	95.70%
TOTAL DIRECT EXPENSES:	903,362.50	17,059.03	604,524.71	298,837.79	66.92%
NET INCOME (LOSS):	(290,152.05)	(3,355.90)	(57,000.38)		

Washington State Bar Association

Statement of Activities

For the Period from August 1, 2018 to August 31, 2018

91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE	% USED OF BUDGET
INDIRECT EXPENSES:					
SALARIES	11,450,929.00	918,647.37	10,404,961.59	1,045,967.41	90.87%
ALLOWANCE FOR OPEN POSITIONS	(120,000.00)	-	-	(120,000.00)	0.00%
TEMPORARY SALARIES	95,810.00	3,228.30	100,849.26	(5,039.26)	105.26%
CAPITAL LABOR & OVERHEAD	(194,000.00)	(9,377.04)	(101,936.12)	(92,063.88)	52.54%
EMPLOYEE ASSISTANCE PLAN	4,800.00	1,200.00	4,800.00	-	100.00%
EMPLOYEE SERVICE AWARDS	2,010.00	-	1,205.39	804.61	59.97%
FICA (EMPLOYER PORTION)	862,300.00	68,632.89	766,393.04	95,906.96	88.88%
L&I INSURANCE	47,000.00	-	28,579.21	18,420.79	60.81%
MEDICAL (EMPLOYER PORTION)	1,445,000.00	120,909.02	1,348,483.16	96,516.84	93.32%
RETIREMENT (EMPLOYER PORTION)	1,439,735.00	115,036.29	1,274,688.48	165,046.52	88.54%
TRANSPORTATION ALLOWANCE	118,500.00	140.00	110,370.40	8,129.60	93.14%
UNEMPLOYMENT INSURANCE	108,000.00	3,803.65	65,175.21	42,824.79	60.35%
STAFF DEVELOPMENT-GENERAL	6,910.00	1,473.93	2,541.88	4,368.12	36.79%
TOTAL SALARY & BENEFITS EXPENSE:	15,266,994.00	1,223,694.41	14,006,111.50	1,260,882.50	91.74%
WORKPLACE BENEFITS	39,000.00	2,976.53	40,290.62	(1,290.62)	103.31%
HUMAN RESOURCES POOLED EXP	120,076.00	18,356.68	112,594.04	7,481.96	93.77%
MEETING SUPPORT EXPENSES	10,000.00	1,466.83	11,222.53	(1,222.53)	112.23%
RENT	1,750,000.00	134,990.22	1,602,489.47	147,510.53	91.57%
PERSONAL PROP TAXES-WSBA	11,000.00	1,075.95	10,710.85	289.15	97.37%
FURNITURE, MAINT, LH IMP	35,200.00	16,374.99	37,225.93	(2,025.93)	105.76%
OFFICE SUPPLIES & EQUIPMENT	46,000.00	6,945.80	46,914.09	(914.09)	101.99%
FURN & OFFICE EQUIP DEPRECIATION	51,000.00	3,700.00	39,052.00	11,948.00	76.57%
COMPUTER HARDWARE DEPRECIATION	57,000.00	3,452.00	43,060.07	13,939.93	75.54%
COMPUTER SOFTWARE DEPRECIATION	154,000.00	10,807.00	85,898.13	68,101.87	55.78%
INSURANCE	140,000.00	11,916.18	127,063.88	12,936.12	90.76%
PROFESSIONAL FEES-AUDIT	35,000.00	-	30,929.80	4,070.20	88.37%
PROFESSIONAL FEES-LEGAL	50,000.00	9,741.52	119,304.29	(69,304.29)	238.61%
TELEPHONE & INTERNET	49,000.00	3,489.27	38,468.61	10,531.39	78.51%
POSTAGE - GENERAL	42,000.00	803.47	25,503.72	16,496.28	60.72%
RECORDS STORAGE	40,000.00	1,145.96	39,179.30	820.70	97.95%
STAFF TRAINING	92,200.00	9,528.16	52,391.69	39,808.31	56.82%
BANK FEES	35,400.00	2,121.78	30,996.84	4,403.16	87.56%
PRODUCTION MAINTENANCE & SUPPLIES	25,000.00	353.51	8,486.11	16,513.89	33.94%
COMPUTER POOLED EXPENSES	645,660.00	30,510.08	415,696.92	229,963.08	64.38%
TOTAL OTHER INDIRECT EXPENSES:	3,427,536.00	269,755.93	2,917,478.89	510,057.11	85.12%
TOTAL INDIRECT EXPENSES:	18,694,530.00	1,493,450.34	16,923,590.39		

Washington State Bar Association
Statement of Activities
For the Period from August 1, 2018 to August 31, 2018
91.67% OF YEAR COMPLETE

	FISCAL 2018 BUDGET	CURRENT MONTH	YEAR TO DATE	REMAINING BALANCE
SUMMARY PAGE				
LICENSE FEES	15,068,125.00	1,303,462.13	14,098,199.25	969,925.75
ACCESS TO JUSTICE	(311,034.00)	(24,406.45)	(265,748.35)	(45,285.65)
ADMINISTRATION	(1,029,819.00)	(66,424.78)	(845,081.01)	(184,737.99)
ADMISSIONS/BAR EXAM	146,449.00	(157,684.77)	152,003.90	(5,554.90)
BOARD OF GOVERNORS	(802,807.00)	(113,257.29)	(737,370.04)	(65,436.96)
COMMUNICATIONS	(592,651.00)	(49,295.63)	(517,405.99)	(75,245.01)
CONFERENCE & BROADCAST SERVICES	(740,933.00)	(61,920.22)	(683,275.62)	(57,657.38)
DISCIPLINE	(5,601,229.00)	(455,296.56)	(5,034,842.48)	(566,386.52)
DIVERSITY	(345,401.00)	(35,784.61)	(296,161.22)	(49,239.78)
FOUNDATION	(168,653.00)	(12,224.00)	(141,221.30)	(27,431.70)
HUMAN RESOURCES	(271,830.00)	(30,689.98)	(348,608.46)	76,778.46
LAP	(124,243.00)	(8,239.15)	(106,810.45)	(17,432.55)
LEGISLATIVE	(151,443.00)	(5,866.25)	(82,266.68)	(69,176.32)
LICENSING AND MEMBERSHIP	(422,090.00)	(15,124.95)	(300,934.14)	(121,155.86)
LIMITED LICENSE LEGAL TECHNICIAN	(260,001.00)	(20,993.03)	(231,591.01)	(28,409.99)
LIMITED PRACTICE OFFICERS	(162,464.00)	(13,309.96)	(144,433.74)	(18,030.26)
MANDATORY CLE ADMINISTRATION	(17,768.00)	(18,326.48)	59,366.66	(77,134.66)
MEMBER BENEFITS	(166,568.00)	(9,462.90)	(133,113.63)	(33,454.37)
MENTORSHIP PROGRAM	(117,618.00)	(8,787.80)	(100,650.28)	(16,967.72)
NEW MEMBER PROGRAM	(245,129.00)	(15,300.53)	(110,408.87)	(134,720.13)
NW LAWYER	(121,357.00)	16,946.67	(34,079.97)	(87,277.03)
OFFICE OF GENERAL COUNSEL	(824,591.00)	(44,523.79)	(661,199.15)	(163,391.85)
OGC-DISCIPLINARY BOARD	(306,846.00)	(19,244.82)	(254,826.99)	(52,019.01)
OUTREACH & ENGAGEMENT	(387,527.00)	(36,447.38)	(347,776.11)	(39,750.89)
PRACTICE OF LAW BOARD	(118,633.00)	(9,392.42)	(108,475.14)	(10,157.86)
PRACTICE MANAGEMENT ASSISTANCE	(199,142.00)	(8,957.94)	(145,762.97)	(53,379.03)
PROFESSIONAL RESPONSIBILITY PROGRAM	(284,923.00)	(21,172.07)	(245,952.36)	(38,970.64)
PUBLICATION & DESIGN SERVICES	(162,381.00)	(14,298.48)	(148,186.55)	(14,194.45)
PUBLIC SERVICE PROGRAMS	(347,092.00)	(12,035.60)	(256,239.26)	(90,852.74)
LAW CLERK PROGRAM	(4,028.00)	(8,380.36)	22,275.55	(26,303.55)
SECTIONS ADMINISTRATION	(167,058.00)	(36,502.00)	(106,716.06)	(60,341.94)
TECHNOLOGY	(1,491,590.00)	(120,464.84)	(1,396,176.49)	(95,413.51)
CLE - PRODUCTS	736,738.00	5,754.01	703,491.29	33,246.71
CLE - SEMINARS	(580,239.00)	7,091.30	(429,608.10)	(150,630.90)
SECTIONS OPERATIONS	(290,152.05)	(3,355.90)	(57,000.38)	(233,151.67)
DESKBOOKS	(171,008.00)	(19,142.35)	(165,559.96)	(5,448.04)
CLIENT PROTECTION FUND	425,687.00	(5,630.26)	795,908.59	(370,221.59)
WESTERN STATES BAR CONFERENCE				
(No WSBA Funds)	3,040.00	(744.20)	(11,291.85)	14,331.85
INDIRECT EXPENSES	(18,694,530.00)	(1,493,450.34)	(16,923,590.39)	(1,770,939.61)
TOTAL OF ALL	19,302,739.05	1,642,883.98	15,541,119.76	3,761,619.29
NET INCOME (LOSS)	(608,209.05)	(149,433.64)	1,382,470.63	

**Washington State Bar Association
Analysis of Cash Investments
As of August 31, 2018**

Checking & Savings Accounts

General Fund

Checking

<u>Bank</u>	<u>Account</u>	<u>Amount</u>
Wells Fargo	General	\$ 867,824

Total

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	2.01%	\$ 2,835,194
UBS Financial Money Market	2.03%	\$ 1,052,700
Morgan Stanley Money Market	1.90%	\$ 26,100
Merrill Lynch Money Market	2.09%	\$ 1,910,054
Long Term Investments	Varies	\$ 3,274,002
Short Term Investments	Varies	\$ 500,000

General Fund Total **\$ 10,465,874**

Client Protection Fund

Checking

<u>Bank</u>	<u>Amount</u>
Wells Fargo	\$ 814,559

<u>Investments</u>	<u>Rate</u>	<u>Amount</u>
Wells Fargo Money Market	2.01%	\$ 3,281,305
Morgan Stanley Money Market	1.61%	\$ 103,950
Wells Fargo Investments	Varies	\$ -

Lawyers' Fund for Client Protection Total **\$ 4,199,814**

Grand Total Cash & Investments **\$ 14,665,687**

**Washington State Bar Association
Analysis of Cash Investments
As of August 31, 2018**

Long Term Investments- General Fund

UBS Financial Long Term Investments

Nuveen 3-7 year Municipal Bond Portfolio

Value as of 8/31/2018

\$ 308,664.93

Morgan Stanley Long Term Investments

Lord Abbett Short Term Duration Income Fund

Value as of 8/31/2018

\$ 789,064.77

Guggenheim Total Return Bond Fund

\$ 1,102,584.81

Virtus Multi-Sector Short Term Bond Fund

\$ 1,073,687.53

\$ 2,965,337.11

Total Long Term Investments- General Fund 3,274,002.04

Short Term Investments- General Fund

Bank

Wahington Federal Interest

BNY Mellon

Interest

Rate

1.65%

1.65%

Yield

1.65%

1.65%

Term

240 days

270 Days

Maturity

Date

10/12/2018

10/30/2018

Amount

250,000.00

250,000.00

Total Short Term Investments- General Fund 500,000.00

Client Protection Fund

Bank

Interest

Rate

Yield

Term

Mths

Maturity

Date

Amount

Total CPF -

AGENDA ITEM 6.

WASHINGTON STATE BAR ASSOCIATION

To: Budget and Audit Committee

From: Ann Holmes, Chief Operations Officer
Tiffany Lynch, Associate Director of Finance

cc: Senior Lawyers Section Executive Committee

Re: Senior Lawyers Section Proposed FY 2019 Budget Amendment

Date: October 30, 2018

ACTION: Recommend that Board of Governors approve the Senior Lawyers Section Proposed FY 2019 budget amendment.

The Senior Lawyers Section is requesting to amend their FY 2019 Budget (see attached documents). The proposed changes are mainly a result of timing differences between the Executive Committee's meeting schedule and the WSBA's deadlines for budget submission.

Attached are the section's approved FY 2019 budget and the proposed amended FY19 budget. The amendment includes various line item changes in both revenue and expense categories. Overall, the amendment increases total revenue, decreases total expenses, and reduces the budgeted net loss for FY 2019. The current budget reflects a loss of (\$3,837.50); the proposed amended budgeted reflects a loss of (\$575).

Washington State Bar Association

Budget Comparison Report

For the Period from October 1, 2018 to September 30, 2019

SENIOR LAWYERS	FISCAL 2018 BUDGET	FISCAL 2019 BUDGET	\$ CHANGE IN BUDGET	% CHANGE IN BUDGET
REVENUE:				
INTEREST - INVESTMENTS	26.00	50.00	24.00	92%
SECTION DUES REVENUE	7,500.00	6,450.00	(1,050.00)	-14%
SEMINAR SPLITS W/ CLE	(834.80)	-	834.80	-100%
TOTAL REVENUE:	6,691.20	6,500.00	(191.20)	-3%
DIRECT EXPENSES:				
PER MEMBER CHARGE	5,625.00	4,837.50	(787.50)	-14%
NEWSLETTER EXPENSES	4,500.00	4,500.00	-	0%
EXECUTIVE COMMITTEE EXPENSES	1,000.00	1,000.00	-	0%
TOTAL DIRECT EXPENSES:	11,125.00	10,337.50	(787.50)	-7%
NET INCOME (LOSS):	(4,433.80)	(3,837.50)	596.30	

**2019
SENIOR LAWYERS SECTION
WASHINGTON STATE BAR ASSOCIATION
FY 2018 BUDGET REQUEST
(amended 9-17-18)**

REVENUES:

Operational Revenue

40500 Interest income on Fund Balance	\$ 50.00
48200 Section Dues Revenue	<u>7500.00</u>
TOTAL Operational Revenue:	\$ 7550.00

CLE Related Revenue

41850 Seminar Splits with WSBA	\$ 0
41850 Minie CLE	<u>\$ 1500.00</u>
Total CLE Related Revenue	\$ 1500.00

Total Revenue	\$ 9050.00
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EXPENSES:

Operational Expenses

58400 Per Member Charge	\$ <u>5625.00</u>
Total Operational Expenses	\$ 5625.00

Member Benefits

58375 Newsletter/Publication (includes Printing and Postage)	\$ <u>3000.00</u>
Total Member Benefits Expenses	\$ 3000.00

Executive Committee-Related Expenses

58300 Meeting facilities, travel, lodging	\$ <u>1000.00</u>
Total Executive Committee Expenses	\$ 1000.00

Total Expenses	\$ 9625.00
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Budgeted Net Income (Loss) for FY 2019	\$ (575.00)
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Plus Fund Balance as of September 30, 2017	\$ 8598.32
Plus Estimated Net Income/Loss for Fiscal Year 2018	\$ (4433.80)
Plus Estimated Net Income/Loss for Fiscal Year 2019	\$ <u>(575.00)</u>
Projected Fund Balance at 9/30/2019	\$ 3589.52

BUDGET NARRATIVE

Per member charge - Projected 300 members at \$25 per member. No increase in membership fees.

Seminar Splits with CLE Revenue - Based on Seminar Plan B submitted by WSBA. Project one mini CLE in Seattle with net to Section in sum of \$1500.00

Meeting charge for facilities at Broadmoor golf club for 9 meetings, per diem requests and for any other EC expense.

Per member charge -at \$18.75 per member

Newsletter/Publication expense- based on two publications for the year.

No change in Section Member Dues is recommended at this time.

AGENDA ITEM 7.

WASHINGTON STATE BAR ASSOCIATION

Memo

To: Board of Governors

From: Michael Cherry, Governor
Destinee Evers, Practice Management Assistance Advisor
Terra Nevitt, Advancement Department Director

Date: November 2, 2018

First Reading: Determine whether to add Fastcase as a second free legal research tool available to our members as a member benefit.

To serve members and support the integrity of the legal profession, the WSBA contracts with a third-party vendor to provide an electronic legal research platform as a WSBA member benefit. This research tool is available to all members, including active, inactive, judicial, and emeritus status.

At its July meeting, the Board of Governors (BOG) discussed two legal research tools—Casemaker and Fastcase.¹ Regarding Casemaker, the BOG expressed a preference to move forward with renewing a non-exclusive contract with the existing legal research tool in order for WSBA to potentially add Fastcase as a second tool. As a result, WSBA has executed a two-year, non-exclusive contract with Casemaker.

At its September meeting the BOG received a presentation from Fastcase about their legal research tool. We come to you now seeking guidance as to how to proceed. Specifically, whether to add Fastcase as a second legal research tool to provide more options to members.

Offering Fastcase as a second tool would offer more choices to members, but it would also contribute to the WSBA's mission of championing justice and serving the public. First, offering Fastcase may help increase access to justice. Member feedback indicates that some members rely on a free legal research tool in order to provide pro bono services.² For solo and small-firm attorneys, having a viable legal research option is a critical part of their ability to achieve good outcomes for clients when they are up against larger firms with more robust legal research platforms.

Second, offering Fastcase may help reduce malpractice. The WSBA has commenced a task force to consider mandatory malpractice, but equally important is malpractice prevention. Studies indicate that a high number of malpractice claims (11.3%), occur because the attorney failed to know the law, or failed to properly apply the law. Having two research tools may help attorneys find the cases they need. Attorneys can repeat searches with both tools, comparing results to ensure they find cases and cases that represent good law. Sometimes the additional research may assist attorneys in identifying issues such as statutes of limitations (about 6% of the causes). Our member survey indicates that 1/3 of members using

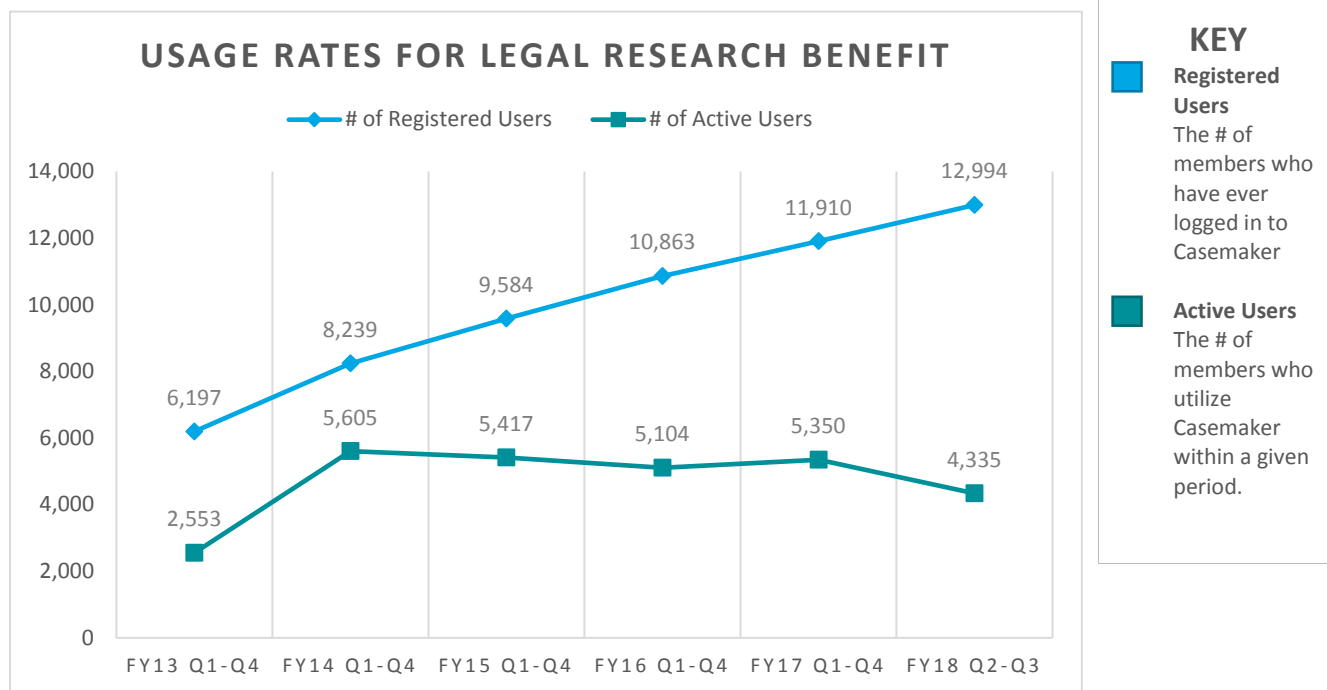
¹ These are the only known vendors that participate in the marketplace for legal research member benefits for bar associations.

² For example, one member shared: "I have a pro bono case where I use Casemaker to do research, as my employer does not allow us to use our Westlaw account or pro bono matters."

Casemaker now rely on a second commercial research tool to verify their results. If the WSBA offers two legal research tools, members would be able to perform important supplemental searches for free.

The following pages discuss the data regarding the existing usage rates for Casemaker, including the members who do not use Casemaker and may benefit from a second research option. Also included is a summary of the budget impact of the Fastcase proposal. Note that if the BOG chooses to add a second legal research tool, it would require an amendment to the FY19 budget.

Snapshot of the Existing Legal Research Benefit



NUMBERS OF NOTE

58% The rate that members opt out of using Casemaker after registering.

6,993 The average # of members who stop using Casemaker after registering.

12,739 The # of members who are in an office of five legal professionals or less.³

48% The % of members who indicate that they use Westlaw or Lexis.⁴

30% The % of members using Casemaker who indicate they also rely on Westlaw or Lexis.⁵

³ As of August 1, 2018 (<http://bit.ly/2wQRUjB>). Based on observations of the Practice Management Assistance Advisor, this is the group most likely to utilize a free legal research benefit. Based on a recent survey to members (which received 636 responses), 75% of respondents who use Casemaker are practicing in a firm of 1-5 lawyers. Another 11% of respondents using Casemaker are government or public interest attorneys.

⁴ In that same survey referenced above, 29% of respondents said that Westlaw and Lexis were their primary research tools.

⁵ Same survey referenced above.

Fastcase Proposal

	STANDARD OPTION	JOURNAL ADD-ON	DOCKET ADD-ON
Description	Standard Fastcase Benefit	HeinOnline Access for All WA Law Review/Journals	Docket Alarm
Cost	\$1.75/member ⁶	1 st Year Free ⁷ Then \$0.15/member ⁸	\$1.00/member ⁹
New Benefit?	N/A	✓	✓
Timeline	30-60 Days	Available Early 2019	Available in 2 nd Term of Contract (FY20)

DEFINITIONS

- **Docket Alarm** is a Fastcase tool and commercial product that is a substitute for PACER.¹⁰ It incorporates PACER data in a way that offers more robust data analysis and searching, usually at a cheaper price while allowing for aggregate data analysis.
- **HeinOnline** is the largest library of law review articles. Our contract with Casemaker only provides law review articles up until 2013-2016. This would provide integrated searching for law review articles up until the most recent publication date.

Cost-Comparison: Other Legal Research Tools

LEXIS ADVANCE	WESTLAW	HEINONLINE	DOCKET ALARM	CASEMAKER & FASTCASE	POTENTIAL MEMBER SAVINGS
\$142/month ¹¹ \$1,704/year	\$141/month ¹² \$1,692/year	Not Available ¹³	\$99/month \$1,188/year	Cost per Member: \$3-5/year¹⁴	\$2,882/year¹⁵

Summary

For many members, Casemaker is an important member benefit. However, data indicates that almost 7,000 members do not use Casemaker after registering with Casemaker, and 30% of members who do use Casemaker still find it necessary to maintain paid subscriptions to Westlaw and Lexis. We believe offering Fastcase as a second research tool would provide an excellent, cost-saving alternative to those members that chose not to use Casemaker or who value being able to access two legal research tools.

⁶ As of August 1, 2018, there are 39,872 total members. At a cost of \$1.75 per member, this would be \$69,776 per year.

⁷ Fastcase negotiated with HeinOnline to offer this option for the first time. HeinOnline will waive the first year fees.

⁸ See note 6. This Journal Add-on would carry an additional cost of \$5,981 after the first year.

⁹ See note 6. This Docket Add-on would carry an additional cost of \$39,872.

¹⁰ See also this article for a discussion of PACER issues: <http://bit.ly/2M90LCT>

¹¹ Average cost for a one-year subscription (1-2 attorneys): <https://tmsnrt.rs/2Cy4PgJ>.

¹² Average monthly cost for a one-year subscription, across 3 different plans (1 attorney): <https://tmsnrt.rs/2Cy4PgJ>.

¹³ Individual access to Washington law review articles is not available on a subscription basis. Access to all journals is available for 24 hours for \$19.95. <https://shop.heinonline.org/index.php?colshow=all>

¹⁴ Cost per member would be \$3.38 to include the standard Fastcase benefit with Casemaker, and \$4.53 for the full suite.

¹⁵ Based on the average Westlaw/Lexis subscription and the subscription price of Docket Alarm.

Recap: Platform Comparisons

Originally provided in the July BOG Materials

	CASEMAKER	FASTCASE
Bar Association Relationships	State bars: 20 (not including WSBA) Local/specialty bars: 7	State bars: 30 Local/specialty bars: 11
Frequency of Updates	Cases: Available within 1 day Legislation: Available within days	
Customer Support	5 a.m. to 5 p.m. PT	5 a.m. to 5 p.m. PT; Available by email after hours.
Platform Features	Both vendors are launching significant updates to their platforms this year. We only evaluated the existing platforms.	
• Authority Check	Negative Citator*	Authority Check with Bad Law Bot*
• Type-Ahead*	✗	✓
• Authority Indicator	✓	✓
• Seminal Case Suggestions	✗	✓
• Search Filtering	✓	✓
• Interactive Timeline	✗	✓
• Visualization of Citations	✓	✓
• Semantic Tag Cloud*	✗	✓
• Statute Annotation	✓	✓
• Citation	Both provide public linking and the ability to copy text with the citation.	
• Note taking*	✓	✗

PLATFORM FEATURE DEFINITIONS

Bad Law Bot:	A Fastcase algorithm that identifies cases with negative signals—cases that were overturned or reversed, but were subsequently cited by a court. This is not the same as a traditional citation service, which includes broader citatory signals such as “criticized,” “distinguished,” and “clarified.”
Negative Citator:	A traditional citatory that indicates whether a given case has been overturned, distinguished, etc. In Casemaker, we did identify instances where a case was flagged with a negative citatory history, but the citing case was not authoritative and was in another jurisdiction.
Notetaking:	Casemaker offers notetaking within a document, but only for the whole document, not specific passages. It does not offer any form of highlighting.
Semantic Tag Cloud:	Similar to a word cloud, Fastcase provides a list of common words used within the search results shown to help indicate key terms or language. As search results narrow, the semantic tag cloud adjusts accordingly.
Type-Ahead:	Similar to Google’s autocomplete that suggests popular searches as you type, Fastcase offers suggestions to users who are typing within the search box depending on the terms used.

AGENDA ITEM 8.



To: WSBA Budget & Audit Committee

From: Terra Nevitt, Chief Development Officer

Re: Financial Reports for November 13, 2018 Meeting

Date: November 1, 2018

This memo follows on ongoing discussion of the Washington State Bar Foundation's health and viability at each Budget & Audit Committee meeting since June 2017. Attached, please find the Foundation's most recent financial report covering the period of October 1, 2017 through September 30, 2018. Note that this is a draft report pending the WSBA audit and close of the FY18 fiscal year. Also attached is the WSBF's year-end fundraising report.

Looking at the *WSBF Balance Sheet*, you can see that as of September 30, the Foundation had a net worth of \$359,535. This is an increase of \$26,040 over our position as of July 31, which we reported on at the September meeting. The *WSBF Statement of Activities* details these and other income and expenses year-to-date. WSBA's support of the Foundation is captured in the report as "In Kind Donations" and "In Kind Expenses". Those are estimated at \$155,742 for the FY18 fiscal year and represent 35% of total support to the WSBF. As we anticipated, that percentage is lower than in FY17 when in-kind income made up 42% of the Foundation's overall income. Our total income through contributions for FY18 was \$292,391, which is an increase of 40% over FY17 and 52% over FY16.

The *Fundraising Progress Report* provides additional detail on the source of contributions for FY18. The majority of funds raised are through the licensing campaign.



Advancing WSBA's Vision of a Just Washington

To: Paula Littlewood and Terra Nevitt

From: Tiffany Lynch, Associate Director for Finance

Re: **Draft** Foundation Financial Statements as of September 30, 2018

Date: October 11, 2018

Attached are the **Draft** financial statements for the Washington State Bar Foundation as of September 30, 2018. Please note that the “in kind” expense and staff support provided by the WSBA for September amounts are estimated figures due to WSBA’s year-end audit process. Final figures will be provided in December. Below is a summary of the fund balances¹ as of September 30, 2018.

WSBF Fund Balances¹
As of September 30, 2018

Fund Name	Cash	Pledges/Grants Receivable	Committed Funds	Available Funds
ATG/AGO	0	0	0	0
Call to Duty	2,005	0	0	2,005
Diversity	9,830	0	0	9,830
ELUL Midyear Scholarship Fund	1,651	0	(1,651)	0
McMahon	8,352	0	0	8,352
Moderate Means	0	0	0	0
Peter Greenfield Internship	1,428	0	0	1,428
Presidents’ and Governors’ Diversity Scholarship	28,611	0	0	28,611
Tax Section Scholarship Fund	2,600	0	(2,600)	0
WLI General Support	0	0	0	0
WSBA Justice & Diversity Opportunities	3,328	0	0	3,328
Unrestricted	<u>287,278</u>	<u>0</u>	<u>(632)</u>	<u>286,646</u>
Total Fund Balances	<u>\$345,083</u>	<u>\$0</u>	<u>(\$4,883)</u>	<u>\$340,200</u>

¹ Excludes fixed assets (\$14,400 in artwork).

	<u>Oct '17 - Sep 18</u>
Ordinary Income/Expense	
Income	
Contributions & Grants Income	
Corporate	44,724
Foundations & Nonprofits	1,000
Individuals/Private Donors	246,391
Total Contributions & Grants Income	<u>292,115</u>
In Kind Donations	155,742
Miscellaneous Income	1,814
Total Income	<u>449,671</u>
Expense	
In Kind Expenses	
WSBA Staff Support	150,335
WSBA Expenses	5,407
Total In Kind Expenses	<u>155,742</u>
Bank Service Charges	12
Credit Card Fees	1,382
Insurance	1,871
Licenses and Permits	70
Office Supplies	54
Program Expense	
ELUL Section Scholarship Fund	1,629
WSBA Justice & Div. Opportunity	1,672
WSBA Funding	202,195
Peter Greenfield Scholarship	2,500
Program Expense - Other	1,187
Total Program Expense	<u>209,183</u>
Total Expense	<u>368,314</u>
Net Ordinary Income	<u>81,357</u>
Other Income/Expense	
Other Income	
Interest Income	913
Total Other Income	<u>913</u>
Other Expense	
Other Expenses	1,813
Total Other Expense	<u>1,813</u>
Net Other Income	<u>-900</u>
Net Income	<u><u>80,457</u></u>

	<u>Sep 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo Checking	293,428
Wells Fargo Heritage Money Mkt	51,707
Total Checking/Savings	<u>345,135</u>
Total Current Assets	345,135
Fixed Assets	
Artwork	14,400
Total Fixed Assets	<u>14,400</u>
TOTAL ASSETS	<u>359,535</u>
LIABILITIES & EQUITY	
Equity	
Increase/Decrease Fund Balance	279,078
Net Income	80,457
Total Equity	<u>359,535</u>
TOTAL LIABILITIES & EQUITY	<u>359,535</u>

FY18 Fundraising Progress Report
As of September 30, 2018

FUNDRAISING ACTIVITY		DONATION SOURCE			
		Foundation Trustees & Trustee Firms	Board of Governors (non Trustee)	Individuals	Firms and Organizations
Annual Giving	\$24,301.44	\$14,270.00	\$3,175.04	\$2,701.40	\$4,155.00
Licensing	\$201,198.80	\$400.00	\$210.00	\$191,418.80	\$9,170.00
Events					
2017 APEX Awards (income rec'd in FY18)	\$6,700.00			\$200.00	\$6,500.00
2018 APEX Awards	\$41,845.00	\$14,650.00	\$125.00	\$7,970.00	\$19,100.00
Program Event Sponsorships	\$6,900.00				\$6,900.00
Matching Gifts	\$7,140.00	\$6,050.00			\$1,090.00
Sections	\$4,054.00			\$25.00	\$4,029.00
TOTAL	\$292,139.24	\$35,370.00	\$3,510.04	\$202,315.20	\$50,944.00