



## **Minutes WSBA ELUL EC Supplementary Meeting**

Tuesday, June 27, 2023, 9:30 a.m. via Zoom

Section Members Present: Donya (1), Martha (2), Tom (3), Rachel (4), Caroline (5), and Jason (6). There was a quorum (> 50%) of the 11 current EC voting members since 5 members and the voting YLL were present.

WSBA Staff present: Carolyn MacGregor and Shanthi Raghu.

### **Call to Order**

Donya called the meeting to order and continued the review of the draft budget.

### **Budget Discussion**

#### **Budget Workshop (continued from June 14 EC meeting)**

*Continue review, discussion, and annotation of revised FY24 budget worksheet.*

Donya led the EC in a discussion of the ELUL budget for 2024. She provided an overview based on documents and figures provided by the Bar, and the revised spreadsheet she emailed to the EC. The EC and Bar staff conducted a detailed discussion of each of the budget line items.

- Discussion whether to include retreats or trainings this fiscal year (Row 40).
  - Carolyn notified the EC that WSBA has a team that can provide DEI training.
- Combined website (Row 53) and newsletter (Row 43) since ELUL provides only one service.
- Combined new lawyer outreach (Row 45) with law school outreach (Row 49) and special projects (Row 48) since the law school events are also advertised to young lawyers. Increased budget to include all outreach and account for scenario when ELUL does not receive sponsorships.
- Discussed providing nominal budget amount for EC member in-person meetings, and which row appropriate location for that amount.
- Discussed mini-CLE and whether ELUL should offer in-person or virtual (Row 50).
  - Shanthi notified EC of issues WSBA has observed, including frequent changes in attendance for virtual events (from in-person to hybrid), and food insufficient to draw in-person events.
  - Martha noted that minis have been a revenue-generator for ELUL in the past few years, but with the increased cost for an in-person venue, will not be self-sustaining from costs of attendance if goal remains to provide “low or no cost” minis.
  - Shanthi notified EC that WSBA has offices available at no cost, with a capacity of about 30-40, and that a reception can be offered if a server is provided.
- Discussed mid-year and revenue.



- Tom noted that the current information provided by WSBA shows the mid-year at a \$35,000 deficit.
- Shanthi explained that the WSBA CLE program pays for all costs, including venue, faculty, and refreshments. If the mid-year registration covers those costs, then WSBA CLE and ELUL split the revenue according to WSBA policy.
- The ELUL budget pays for the EC costs for attendance and registration, and blog editors' registration.
- Discussed budget deficit of \$14,000. Agreed to seek WSBA feedback on draft.
  - Carolyn explained that WSBA recommends a fund balance of 6 months to 2 years.
- Action: Tom moved to submit the draft budget to WSBA, and provide discretion to Donya (chair) and Martha (chair-elect) to adjust as appropriate and report back to the EC. Rachel seconded. Motion approved unanimously.

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**Other business? (All)**

No other business was raised. The meeting ended at 10:30 a.m.

**Next Meeting:**

Wednesday, July 12, 2023 via Zoom (next regular meeting)