

WASHINGTON STATE BAR ASSOCIATION

2020 SECTION ANNUAL REPORT

January 1 - December 31, 2020

Deadline: Friday, December 4, 2020

Name of the Section:	<i>Solo & Small Practice Section</i>	
Chair:	<i>Shashi Vijay</i>	
Section Information: <i>*To be completed by WSBA*</i>	Membership Size: <i>(As of December 31, 2020)</i>	913
	Staff Lead:	Eleen Trang
	BOG Liaison:	Sunitha Anjilvel
	FY20 revenue (\$): <i>As of September 30, 2020</i>	\$34,589.61
	FY20 direct expenses (\$): <i>(As of September 30, 2020; does not include the Per-Member-Charge)</i>	\$10,008.59
Purpose:	<i>To help solo and small practice attorneys ethically conduct a profitable, satisfying business by acting as a clearing house for qualified law practice management and technology information.</i>	
2020 Accomplishments and Work in Progress:	<p>Major accomplishments include:</p> <ul style="list-style-type: none"> • Maintained our membership close to 1000 members, which in turn enhances the value of our list serve. • Produced 6 mini CLEs which are free to our members. Each of them have been excellently received and had great feedback from our members. • We exceeded our budget projections with our mini-CLE's. We have found mini-CLE's to be more successful in reaching Section members, with attendance far exceeding the attendance we might get from a full-day CLE. • Produced the Solo & Small Firm Conference in partnership with WSBA and sponsored a reception. • Continually enhanced content on our WSBA web pages. • Hosted a couple member events. 	

<p>Please quantify your section's current member benefits:</p> <p><i>For example:</i></p> <ul style="list-style-type: none"> • \$3000 Scholarships, donations, grants awarded; • 4 mini-CLEs produced 	Quantity	Member Benefit
	\$4,690	Scholarships, donations, grants awarded
	\$50	Law school outreach events/benefits hosted
		Legislative bills reviewed/drafted
		Newsletters produced
	6	Mini-CLEs produced
	1	Co-sponsored half/day to multi-day CLEs with WSBA
	2	Receptions/forums hosted
		Awards given
	1	New Lawyer Outreach events/benefits
	Other (please describe):	
<p>Looking Ahead: Goals & Priorities for 2021 (Top 5)</p>	1	Continue to increase diversity on the EC
	2	Co-sponsor a networking event with another section and/or minority bar association
	3	Continue to help restore the annual WSBA Solo & Small Firm Conference into the premier solo and small firm networking event it was before
	4	Co-sponsor CLE's or other events at law schools or with other legal groups (i.e. WSAJ)
	5	Continue to work on creating a mentorship program to help recruit and train young/new lawyers.
<p>Please report how this section is addressing diversity:</p> <p>(Are you using any of the tools provided by WSBA and if so, how? Have you sought out training or consultation from the Diversity Specialist? How have you elicited input from a variety of perspectives in your decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your section done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive, and eventually lead the profession?)</p> <p><i>Our membership is as diverse as WSBA membership. We recruit minorities to serve on the EC. We also plan to invite some minority bar associations to provide liaisons to our EC. Note: At least three of our existing EC members are also members of minority bar associations. Diversity is always one of our goals when selecting speakers for our CLE and webinars.</i></p>		

Please report how this section is addressing professionalism:

(Does the section's work promote respect and civility within the legal community? Does it seek to improve relationships between and among lawyers, judges, staff and clients? Does it raise awareness about the causes and/or consequences of unprofessional behavior?)

Our CLE's help lawyers run the business end of their practices ethically and efficiently which in turn fosters better relations with other counsel and the courts. In particular, effective use of technology helps lawyers meet their obligations, manage trust accounts and manage communications with clients and opposing counsel.

On our list-serve, members frequently solicit advice and share experiences regarding legal issues and how to deal with opposing counsel, courts and staff.

Please report how this section is integrating new and young lawyers into its work:

(How have you brought new and young lawyers into your decision-making process? Has the section supported new and young lawyers by (for example) helping to find and prepare them for employment, assisting with debt management, building community, and providing leadership opportunities?)

We have a liaison from the Young Lawyers Committee on our EC.

We try to attend one or two law school events each year, encouraging students to join the Section.

We send letters to new admittees encouraging them to join the Section.

We participate in Open Sections Night in Seattle (and Spokane if it's presented there).

We participate in mentor projects.

Please describe your Executive Committee's relationship with WSBA staff and the Board of Governors.

For example:

- *Quality of WSBA staff support/services provided to Section Executive Committee*
- *Involvement with Board of Governors, including assigned BOG liaison*
- *Ideas you have on ways WSBA can continue to strengthen/support services to sections.*

WSBA staff are responsive to our requests for help. Our goal is to foster a productive, collaborative relationship with WSBA staff focusing on what we can do within the existing administrative structure. We will continue to push where we believe bureaucracy is unnecessarily hampering the work of the sections. We also have a decent working relationship with our BOG liaison.

Note: Annual Reports will be provided to the WSBA Executive Director, Board of Governors and posted on your section's webpage. We encourage you to share the Annual Report with your BOG liaison and section membership.

Reports are scheduled to be included in the January 2021 BOG Meeting Materials.

Return by December 4, 2020 to sections@wsba.org