

WASHINGTON STATE BAR ASSOCIATION

WSBA SECTION ANNUAL REPORT

FY 2025: October 1, 2024 – September 30, 2025

The mission of the Washington State Bar Association is to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice.

Instructions: In accordance with the WSBA Bylaws, Committees, Other Bar Entities (excluding Regulatory Boards^j), Councils, and Sections must submit an annual report to the Executive Director. The information below should reflect the activities and outcomes from the fiscal year October 1, 2024 – September 30, 2025. Information in the annual report will be provided to the Executive Director and Board of Governors, and may be published for other purposes, such as *Bar News*, volunteer recruitment messaging, and other WSBA activity-based reporting.

It is recommended that completion of the annual report be a collaborative effort with members of your entity, the BOG liaison, and staff liaison.

Submission Deadline is Friday, October 17: please submit by emailing to Carolyn MacGregor (carolynm@wsba.org).

Name of Section:	Solo and Small Practice Section
Chair or Co-Chairs:	Darcel Lobo
Staff Liaison: (include name, job title, and department if known)	Carolyn MacGregor, Sections Program Specialist, Advancement Department
Board of Governors Liaison:	Kari Petrasek
Purpose: May be stated in Bylaws, Charter, Court Rule, etc.	
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.	
Strategy to Fulfill Purpose:	
Through online resources, educational materials, networking events and mentoring opportunities	
How does the section's purpose help further the mission of the WSBA "to serve the public and the members of the Bar, to ensure integrity of the legal profession, and to champion justice"?	
Our CLEs 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	

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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.	
Top 2024-2025 Section Accomplishments:	
Hosted 8 mini-CLEs	
In Person multi-day conference	
Exceeded budget projections for our section	
Continued to develop section member resources in members-only website	
Next Fiscal Year: 2025-2026 Top SMART Goals & Priorities: <i>Tip: SMART Goals are: Specific Measurable, Relevant and Time-Bound</i> Use this worksheet (under 'Leadership') to develop your SMART goals and then summarize below in 1-2 sentences.	
1	Increase membership to 1,000 by 12/31/26
2	9 free mini CLEs per year
3	Increase in person attendance at annual conference to at least 100 by FY 2024-2025 conference
Looking Ahead: Please share any long-term goals and/or priorities that your entity aims to address.	
1	Click or tap here to enter text.
2	Click or tap here to enter text.
3	Click or tap here to enter text.
Please describe how this entity is addressing diversity, equity, and inclusion: <i>How have you elicited input from a variety of perspectives in decision-making? What have you done to promote a culture of inclusion within the board or committee? What has your committee/board done to promote equitable conditions for members from historically underrepresented backgrounds to enter, stay, thrive and eventually lead in the profession? Other?</i>	
Our membership is as diverse as WSBA membership. We invite minority bar associations to provide liaisons to our EC. We have intentionally reached out across the State to recruit applicants for 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.	
Please share feedback regarding the support and engagement provided by WSBA staff and leadership <i>For example:</i> Quality of WSBA staff support/services, including technology solutions	

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• <i>Involvement with Board of Governors, including assigned BOG liaison</i> • <i>Ideas you have on ways WSBA can continue to strengthen/support your entity.</i>		
WSBA Liaison has been very helpful. Communication with our section members regarding technology changes/updates could be improved.		
Please quantify your section's 2024-2025 member benefits: <i>For example:</i> • <i>\$3000 Scholarships, donations, grants awarded;</i> • <i>4 mini-CLEs produced</i>		
1	Co-sponsored half-day, full-day and/or multi-day CLE seminars with WSBA	
Click or tap here to enter text.	Co-sponsored half-day, full-day and/or multi-day CLE seminars with <i>non</i> -WSBA entity.	
1	Receptions/forums hosted or co-hosted	
\$4000	\$ amount given through donations/scholarships/grants.	
Click or tap here to enter text.	Newsletters/publications produced	
8	Mini-CLEs produced	
2	New Lawyer Outreach events/benefits	
Click or tap here to enter text.	Recognitions/Awards given	
Click or tap here to enter text.	Legislative activity (Bills reviewed, tracked, proposed)	
Numerous resources provided to members via our members-only website	Other (please describe):	
Click or tap here to enter text.	Other (please describe):	
SECTION DATA <i>To Be Completed by WSBA Sections Team</i>		
Section Membership Information:	929	Membership Size: <i>As of September 30, 2025.</i>
	\$41812.30	FY25 Revenue (\$): <i>As of September 30, 2025.</i>

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	\$13530.82	FY25 Direct Expenses (\$) <i>As of September 30, 2025. This does not include the Per-Member-Charge.</i>
Section Executive Committee Information:	12 voting/4 non-voting	Full Size of Executive Committee (per Section bylaws): <i>Include and specify voting and non-voting positions.</i>
	1	Number of Vacancies for FY26: <i>The number of vacant positions as of October 1, 2025 (FY26).</i>
	6	Number of Applicants for FY26 open positions: <i>Applications submitted in the Spring of 2025 for vacant positions and terms beginning October 1, 2025 (FY26)</i>