

Solo & Small Practice Section  
2017 Executive Committee Retreat  
Draft Agenda

<b>Time</b>	<b>Activity</b>	<b>Presenter</b>
10:00-10:05	<b>Welcome, Agenda and Logistics</b>	Nancy
10:05 -10:30	<b>Stewards and Champions.</b> Who are we and why are we here.	Nancy /All
10:30-11:30	<b>Core Function Review-Maintaining Excellence.</b>	
	Member Recruitment	Nancy
	Facilitate the List Serve (current functionality)	Bruce
	Produce Annual CLE (stats)	Shashi/Ann
	Produce Webinars (stats)	Shashi
	Sponsor the Solo & Small Firm Conference (stats and status)	John/Ann
	Maintain a Website (tour)	John/Kari
	Plan and Host Networking Events	Kristina/Jordan
	Award Scholarships	Nancy
	Monitor BOG Activity and Legislation	Nikhil
	Conduct Annual Membership Meeting	NAP
	Board Recruitment and EC Elections	Bruce
11:30-11:45	<b>BREAK</b>	
11:45-12:00	<b>Education re EC Resources</b> – Slack, Google Docs and the EC Manual	Jordan
12:00-12:15	<b>Brainstorm Webinars</b> -Topics, Talent, Timing, Production and Shepherding	Shashi
12:15-12:30	<b>Brainstorm Networking Events</b> – What, When Where and with Who?	Nancy
12:30-12:45	Lunch is Served/BREAK	
12:45 -1:30	<b>Message Board v List Serve</b> Message Boards 101 (15-20 Minutes) WSBA Website Redesign and Message Board Options (15 minutes)	Vitaly Joe
1:30 – 1:40	<b>Budget Review</b>	Bruce
1:40 - 2:45	<b>Sub-Committee Break-Out Sessions</b>	All
2:45-3:00	<b>BREAK</b>	
3:00-3:30	<b>Sub Committee Reports</b>	All
3:30-3:45	<b>Build the 2017 EC Calendar</b>	All
3:45-4:00	<b>Board Recruitment</b>	All
4:00-6:00	<b>FREE TIME</b>	
6:00	<b>Blind Wine Tasting Reception</b>	All + Guests
7:30	<b>Shuttle to Kiana Lodge for Dinner</b>	All + Guests