



WSBASections

WSBA SECTION ANNUAL REPORT – FY18

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| Name of the Section: | <i>Solo & Small Practice Section</i> | |
| Chair: | <i>Kari Petrasek</i> | |
| Section Information: <i>As of September 30, 2018</i> <i>*To be completed by WSBA*</i> | Membership Size: | 980 |
| | Staff Lead: | Eleen Trang |
| | BOG Liaison: | Kim Hunter |
| | FY18 revenue: \$ | \$39,782.50 (as of 8/31/18) |
| | FY18 direct expenses: \$ <i>(does not include the Per-Member-Charge)</i> | \$6,734.08 (as of 8/31/18) |
| Purpose: | 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. | |
| 2017-2018 Accomplishments and Work in Progress: | Major accomplishments include: - Maintaining our membership of over 1000 members, which in turn enhances the value of our list serve; - Producing 8 mini-CLE's which are free to our members – an increase of two beyond the 6 we produced last year and each of which have been excellently received and had great feedback from our members; - Producing the Solo & Small Firm Conference in partnership with WSBA and hosting the opening day reception; - Enhancing content on our WSBA web pages. - Hosted 2 member appreciation events that were well attended | |

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| Please quantify your section's current member benefits: <i>For example:</i> <ul style="list-style-type: none"> • \$3000 Scholarships, donations, grants awarded; • 4 mini-CLEs produced | Quantity | Member Benefit |
| | \$4,650 | Scholarships, donations, grants awarded |
| | \$579.26 | Law school outreach events/benefits hosted |
| | | Legislative bills reviewed/drafted |
| | | Newsletters produced |
| | 8 | Mini-CLEs produced |
| | | Co-sponsored half/day to multi-day CLEs with WSBA |
| | 2 | Receptions/forums hosted |
| | | Awards given |
| | 2 | New Lawyer Outreach events/benefits |
| | Other (please describe): | |
| 2018-2019 Goals & Priorities (Top 5) | 1 | Continue to increase Diversity on the EC |
| | 2 | Co-sponsor a networking event with another section and with a 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 once was. |
| | 4 | Co-sponsor CLE events – Both SU and WSAJ reached out to CLE Chair last year to join forces and co-sponsor their own CLEs and we are hopeful of accomplishing that in 2019 |
| | 5 | Build a mentorship program to help recruit and train young lawyers |
| Please report how this section is addressing diversity: (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?) 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 one of our existing EC members is also a member of several minority bar associations. | | |

We have Robin Nussbaum coming to speak with us at our annual retreat in February. Diversity is always one of our goals when selecting speakers for our CLE and webinars.

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 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 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 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 Young Lawyer Liaison 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.

We participate in the 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.