

## LITIGATION SECTION EXECUTIVE COMMITTEE

Meeting Minutes: Nov. 9, 2016

Excused: Judge Jill Pohlman, James Magleby

Present: Rod Andreason, Peter Strand, Katy Strand, Whitney Krogue, Judge Andrew Stone, Alexis Juergens, Tim Pack, James McConkie, Jess Krannich, Cameron Sabin, Tom Seiler, Jenifer Tomchak, Heather Sneddon, Anthony Loubet, Dan Steele, Mike Stahler, Ian Hiatt

On the phone: Matt Orme, Megan Garrett, Heather Thuet, Judge Dawson, Keith Call, Jon Hafen, Matt Koyle, Phil Lott, Christina Micken, Sade Turner

### 1. **Welcome and Chair's Report** (Rod Andreason)

Rod welcomed the Executive Committee.

#### a. Approve October Meeting Minutes –

Heather Sneddon moved to approve the October meeting minutes. Katy Strand seconded that motion. They were unanimously approved.

#### b. Survey Response

Jen Tomchak reported on the survey response. Generally, the responses were not helpful because there were few events where there appeared to be a large amount of support, even events that are generally popular. The Executive Committee concluded that it is reaching different types of members with each of its activities. The specific comments were helpful, though, and will be forwarded to the appropriate sub-committees.

#### c. Online Court Assistance Program Policy (OCAP) Board

Rod reported about the requirements for the OCAP Board. Our current representative is resigning. He requested any further nominations. Heather T. nominated Rod. Peter Strand had also volunteered for the position via email. Mike Stahler pointed out that Peter was not yet a formal member of the board. Tim Pack moved to add Peter and Katy Strand as members of the executive committee. Heather S. seconded the motion. The motion passed by the majority of the board. Rod then accepted the nomination. Mike asked whether we needed to have a private discussion outside the presence of Peter and Rod. Rod and Peter excused themselves. The Executive Committee discussed the nominees. Mike S. called the Executive Committee to a vote. Peter was elected to the position, and Peter and Rod were asked to re-join the meeting.

### 2. **Chair-Elect Report** (Mike Stahler)

Mike S. had nothing to report other than to introduce the budget created by Heather S.

### 3. **Treasurer's Report** (Heather Sneddon)

#### a. **Annual Budget**

Rod prefaced the discussion with an explanation of why the budget is important and the process for creating the budget. Heather S. presented the budget. She indicated where there were items on which additional discussion is needed (such as a wine event proposed by Erik C., the Bar Review/Mentoring Social, yoga, and any potential new projects) and asked the Executive Committee members to comment

on any of the budget items. She clarified that the numbers are reflective of the amount that may be lost (net loss).

The Executive Committee discussed the difficulty of knowing what the costs were in the past due to the accounting issues with the Bar, which have now been resolved. Mike S. explained the holdback buffer to have as seed money for the next year. Dan S. asked about the yoga event. The cost is \$60 per week. We have had approximately five attorneys attend each week. Heather T. discussed the changes that have been made to improve attendance and changes they are considering (such as an alternative time and location).

Rod closed the discussion. Mike S. moved to accept the budget. Judge Stone seconded the motion. The motion passed by a majority of the Executive Committee.

**b. Monthly Financials.**

Heather S. presented the October financials. Much of the revenue was from the Golf & CLEs, which were both profitable. We also got significant revenue for the online CLEs.

**4. Recently Completed Events –**

**a. Golf and CLE – St. George, Oct. 21 (Dan Steele)**

Dan reported that the event was very successful. All of the golf events have had more than 40 people in attendance. Dan estimated that the event earned \$3,000. He suggested pricing future events so that we make this more of a revenue-neutral event.

**b. Public Service CLE – Nov. 3 (Keith Call)**

Keith reported that 40 people attended and they committed to participate on the pro se calendar. Keith plans to approach law firms to get them involved.

**c. Law Student Relations (James McConkie)**

James McConkie reported on the items being planned by his committee. There is a tentative date of January 17 set for a panel on courtroom advocacy skills at the University of Utah. The committee is exploring dates in March for a similar panel at BYU. The committee is also working on a date for the mentoring social and will provide it next month.

**d. Practicing in Utah's Justice Courts –Nov. 7 (Katy Strand)**

Katy reported that approximately 56 people attended. The presentation went well, and the justice court justices were pleased with our presentation. The judges requested an additional CLE about skills for those types of cases commonly resolved in justice court.

**5. Committee Reports**

**a. Trial Academy (Jon Hafen)**

**i. Fall Forum/Trial Academy – (Jon H.) Nov. 17-18**

Jon thanked the board members who have been helping him with the Fall Forum. He anticipates that it will be a great CLE presentation and that we will have great attendance.

Jon and Mike S. will get dates for the spring trial academy by the next meeting.

**b. Judicial Reception/Introduction to Matheson (Judge Dawson)**

**i. Judicial Reception/Bar Review – Nov. 30 (Judge Dawson)**

Judge Dawson reported about the Nov. 30 judicial reception. He is looking at dates in February for the Introduction to the Matheson. He tasked Anthony with organizing the Introduction to the Matheson with help from Jen and Judge Stone.

c. **Quarterly CLE** (Jess Krannich)

Jess thanked Katy for organizing her event with such a short lead time. Jess set out the calendar for the remaining CLE events:

- i. **Q4 Rise & Shine:** Mapping the Law – Dec. 15 (Erik C.)
- ii. **Q1 2017 Lunch:** Judgment Collection in Utah’s Courts (Doug)
- iii. **Q1 2017 Rise & Shine:** TBD (Ben H.)
- iv. **Q2 Lunch:** Ethics/Professionalism/Civility Topic TBD (Keith C.)
- v. **Q2 Rise & Shine:** Ethics/Professionalism/Civility Topic TBD (Kim N.)

d. **Membership** (Tim Pack)

- i. Complimentary Membership – Opt In

Tim discussed the drop in our membership numbers. Tim sent out a survey and hopes to have more information about the reasons for the drop at the next meeting. Tim is exploring the best way to offer memberships to new admittees. Judge Stone suggested offering free membership to people who agreed to come to two events. Dan suggested having an event that is linked to the mandatory CLEs, perhaps the Introduction to the Matheson or the OPC Ethics CLE.

e. **Bench Books** (Sade’ Turner)

Sade’ is working on finalizing the bench books for Judge Chon, Judge Kouris, and Judge Kelly.

f. **Special Events** (Dan Steele)

Dan moved to reimburse mileage for the presenters to the St. George and Logan Golf and CLE events. The cost will be approximately 2 vehicles at \$.52 mile. The estimated cost will be \$1,000.00. Peter seconded. The motion passed by a majority of the Executive Committee.

g. **Bar Conventions** (Jon Hafen)

Jon attended the first meeting. They are still at the early stages of planning, but there are good ideas. He will keep us updated as the planning progresses.

h. **Health & Wellness** (Heather Thuet)

Heather T. is looking at dates for the Moab event. Jon gave tentative dates in May for the trial academy and Southern Utah events.

Heather T. raised bringing in a speaker (Prof. Terrell). The judiciary has asked us to help them sponsor this event for training. The anticipated cost would be \$6,000 plus travel. Rod asked her to re-raise this at the next meeting.

The meeting was adjourned at approximately 9:15 a.m.

The next meeting will be on **Dec. 14, 2016** at 8:00 a.m. at Parr Brown.