

# Utah State Bar Commission Meeting

Thursday, August 17, 2023  
Utah Law and Justice Center  
9:00 a.m.

## AGENDA

### 1. 9:00 a.m. President's Welcome and Reports: Erik Christiansen

- 05 Mins. 1.1 Introduction of new Bar staff members: **Elizabeth Wright**
- 05 Mins. 1.2 Acknowledge Jeannine Timothy's 26 years of service as the Bar's Consumer Assistance Attorney
- 01 Mins. 1.3 Retreat Reminder – September 22-23: **Erik Christiansen**
- 05 Mins. 1.4 Report on National Conference of Bar Presidents & ABA Annual Meeting: **Erik Christiansen**
- 05 Mins. 1.5 ABA House of Delegates' Meeting: **Kim Cordova**

### 2. 9:30 a.m. Information Items

- 03 Mins. 2.1 Bar Building Improvements Update: **Elizabeth Wright**
- 15 Mins. 2.2 Admissions Updates: **Emily Lee**
- 15 Mins. 2.3 War Stories Videos: **Bruce Baird**

### 3. 10:10 a.m. Action Items

- 08 Mins. 3.1 Appoint Commission Ex-officio Members: **Erik Christiansen** [\(TAB 1, Page 3\)](#)
- 03 Mins. 3.2 Appoint Committee Chairs: **Erik Christiansen** [\(TAB 2, Page 5\)](#)
- 03 Mins. 3.3 Appoint Commission Liaisons: **Erik Christiansen** [\(TAB 3, Page 7\)](#)
- 03 Mins. 3.4 Reappoint Erik Christiansen as Bar ABA Delegate [\(TAB 4, Page 14\)](#)
- 05 Mins. 3.5 Purchase Table for Legal Aid Society Gala on September 8 [\(TAB 5, Page 39\)](#)

### 4. 10:45 a.m. Information Item

- 10 Mins. 4.1 Utah Court's Common Thread Program: **Jonathan Puente**

### 5. Executive Session

**11:15 p.m. Adjourn**

## CONSENT AGENDA

[\(TAB 6, Page 41\)](#)

- 1. Approve 2022-23 Committee Charges
- 2. Approve Bar 401(k) Trustee Changes
- 3. Approve Minutes of June 9, 2023 Commission Meeting
- 4. Approve Fund for Client Protection Report and Recommendations

## ATTACHMENTS

1. June 2023 Financial Report
2. UDR Management Consultant Report

## CALENDAR

### 2023

<b>August 29-30</b>	LPP Examination		Law & Justice Center
<b>September 15</b>	Executive Committee Meeting	Noon	Video Conference
<b>September 22</b>	Bar Commission Lunch & Meeting	Noon	Snowpine Lodge - Alta, Utah
<b>September 23</b>	Bar Commission Retreat		Snowpine Lodge - Alta, Utah
<b>October 27</b>	Admission Ceremony		Salt Palace Convention Center
<b>November 3</b>	Executive Committee Meeting	Noon	Video Conference
<b>November 10</b>	Bar Commission Meeting	9:00 a.m.	Law & Justice Center
<b>November 15</b>	Lawyer Legislator Breakfast	7:30 a.m.	Utah State Capitol Building
<b>November 17</b>	Fall Forum		Little America Hotel

### 2024

<b>January 5</b>	Executive Committee Meeting	Noon	Video Conference
<b>January 12</b>	Bar Commission Meeting	9:00 a.m.	Law & Justice Center

**TAB**

**1**

## 2024 Ex Officio Members of the Utah State Bar Commission (Non-voting)

### ABA DELGATION:

**Nate Alder**  
Utah ABA Members' Representative

**Eric Christiansen**  
ABA Delegate

**Kim Cordova**  
ABA Delegate

**Camila Moreno**  
YLD Delegate to the ABA

### REGIONAL/SPECIALTY BAR ASSOCIATIONS:

**Anaya Gayle**  
LGBTQ & Allied Lawyers of Utah Representative

**Tony Graf**  
Utah Minority Bar Representative

**Lauren Shurman**  
Women Lawyers of Utah Representative

### BAR DIVISIONS:

**Ashley Biehl**  
YLD Representative

**Katie Lawyer**  
Paralegal Division Representative

### OTHER:

**Katie Woods**  
Immediate Past President of the Utah State Bar

**Elizabeth Kronk Warner**  
Dean, S. J. Quinney College of Law

**David Moore**  
Dean, J. Reuben Clark Law School

**Margaret Plane**  
Utah Judicial Council Representative

**Nick Stiles, Nick**  
Utah Courts Representative

**TAB**

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**UTAH STATE BAR  
COMMITTEE CHAIR APPOINTMENTS**

<u>Committee/Commission</u>	<u>Current Chair(s)</u>	<u>Term Began</u>
<b>Access to Justice Commission</b>	Christine M. Durham, Chair Amy Sorenson, Vice-chair	Oct. 2017 Oct. 2017
<b>Bar Admissions</b>	Hon. Daphne Oberg, Co-chair Evan Strassberg, Co-chair	July 2020 July 2021
<b>Bar Awards</b>	Katie Woods, Co-chair Michelle Quist, Co-chair	July 2020 July 2018
<b>Bar Examiner</b>	Mark Astling, Co-chair Abby Dizon-Maughan, Co-chair	July 2016 July 2022
<b>Bar Exam Test Accommodation</b>	Joan M. Andrews, Chair	July 2013
<b>Bar Journal</b>	Alisha Giles, Chair (Editor) Andrea Valenti Arthur, Vice-chair/Managing Editor	July 2019 July 2019
<b>Bar Leadership Academy</b>	Jen Tomchak, Co-chair Hon. Clem Landau, Co-chair	September 2018 July 2022
<b>Bar ReView</b>	Jen Tomchak, Co-chair LaShel Shaw, Co-chair	July 2016 July 2016
<b>Budget &amp; Finance</b>	Todd Gordon, Co-chair Rick Hoffman, Co-chair	July 2022 August 2021
<b>Character and Fitness</b>	Evan Strassberg, Co-chair Melinda Bowen, Co-chair	July 2020 July 2021
<b>CLE Advisory</b>	Jonathan Hafen, Chair	July 2011
<b>Ethics Advisory Opinion</b>	John A. Snow, Chair Sara E. Bouley, Vice-chair	July 2011 July 2017
<b>Fee Dispute Resolution</b>	A. John "Jack" Pate, Chair Robert Harrison, Vice-chair	September 2019 July 2022
<b>Fund for Client Protection</b>	Stephen Farr, Chair Kathleen S. Jeffery, Vice-chair	July 2018 July 2018
<b>Governmental Relations</b>	Jaqualin Friend Peterson, Co-chair Sara Bouley, Co-chair	July 2015 July 2018
<b>Innovation in Law Practice</b>	Preston Regehr, Co-chair Christine Hashimoto, Co-chair	July 2019 July 2020
<b>Lawyers Helping Lawyers</b>	Danielle Hawkes, Chair	October 2020
<b>Licensed Paralegal Practitioner</b>	Julie Emery, Chair	July 2019
<b>Modest Means Committee</b>	Hon. Ann Marie McIff Allen Hon. Patrick W. Corum	February 2022 February 2022
<b>New Lawyer Training</b>	Lauren T. Schultz, Co-chair <i>Vacant</i> , Co-chair	July 2022
<b>Pro Bono Commission</b>	Hon. Michele Christiansen Forster Hon. Angela F. Fønnesbeck	April 2012 July 2021
<b>Unauthorized Practice of Law</b>	Maribeth LeHoux, Chair Michael R. Menssen, Vice-chair	April 2017 August 2021

**TAB**

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**2023 – 2024 Bar Commission Liaison Assignments:****Cara Tangaro**

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Bar Executive Committee			
Bar ReView Committee	Jenifer Tomchak	Jen.tomchak@tomchaklaw.com	Christy Abad
Bar ReView Committee	LaShel Shaw	lss@scmlaw.com	Christy Abad

**Chrystal Mancuso-Smith**

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Bar Executive Committee			
Access to Justice Commission	Christine M. Durham	cdurham@zbappeals.com	Pam Beatse
Access to Justice Commission	Amy F. Sorenson	asorenson@swlaw.com	Pam Beatse
Bar Leadership Academy	Jenifer Tomchak	Jen.tomchak@tomchaklaw.com	Christy Abad
Bar Leadership Academy	Hon. Clem Landau	clandau@utcourts.gov	Christy Abad
Dispute Resolution Law Section	Jonathan Felt	jfelt@feltfamilylaw.com	Lydia Kane
Environmental Law Section	Heath Waddingham	Waddingham.heath@dorsey.com	Lydia Kane
Government & Administrative Law Section	Darci Stephens	dlstephens@gilmorebell.com	Lydia Kane
Health Law Section	Micah Vorwaller	vorwallerm@gmail.com	Lydia Kane
Intellectual Property Law Section	Sarah Jelsema	Sarah.Jelsema@klarquist.com	Lydia Kane

**Erik Christiansen**

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Bar Executive Committee			
Bar Awards Committee	Katie Woods	katie@woodslawyer.com	Christy Abad
Bar Awards Committee	Michelle Quist	Mlquist@hollandhart.com	Christy Abad
Budget & Finance Committee	Todd Gordon		Nathan Severin
Budget & Finance Committee	Rick Hoffmann	rhoffman@lonepeakvaluation.com	Nathan Severin
Litigation Section	Trevor Lee	trevor@hlhparkcity.com	Lydia Kane

## Greg Hoole

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Bar Journal Committee	Alisha Giles	Agiles32@hotmail.com	Christine Critchley
Bar Journal Committee	Andrea Valenti Arthur	avarthur@le.utah.gov	Christine Critchley
Lawyers Helping Lawyers Committee	Danielle Hawkes	danielle@hawkesfamilylaw.com	Matt Page
Modest Means Committee	Hon. Ann Marie McIff Allen	amciffallen@utcourts.gov	Pam Beatse
Modest Means Committee	Hon. Patrick W. Corum	pcorum@utcourts.gov	Pam Beatse
Bankruptcy Law Section	Ryan Cadwallader	rcadwallader@kmclaw.com	Lydia Kane
Cyberlaw Section	Elizabeth Benegas	elizbenegas@gmail.com	Lydia Kane
Education Law Section	Kristina Kindl	Kristina.Kndl@slcschools.org	Lydia Kane
Estate Planning Law Section	Marianne Ludlow	mludlow@parsonsbehle.com	Lydia Kane
Real Property Law Section	Judson Pitts	judsonpitts@hotmail.com	Lydia Kane

## J. Brett Chambers

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Box Elder Bar	Chris Beins	cbeins@egb-law.com	Christy Abad
Cache County Bar	Ken Allsop	cachecountybar@gmail.com	Christy Abad
Fee Dispute Resolution Committee	Robert Harrison	rharrison@shhealthlaw.com	Christine Critchley
Fee Dispute Resolution Committee	A. John "Jack" Pate	jpate@patebaird.com	Christine Critchley
Limited Scope Law Section	Matthew Bell	mbell@intermountainlegal.net	Lydia Kane

## John Rees

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Innovation in Law Practice Committee	Preston Regehr	preston.regehr@techlawventures.com	David Clark
Innovation in Law Practice Committee	Christine Hashimoto	chashimoto@agutah.gov	David Clark
Licensed Paralegal Practitioner Committee	Julie Emery	jemery@parsonsbehle.com	Kirsten Shumway
New Lawyer Training Program Committee	Lauren T. Schultz	lauren@arnoldwadsworth.com	Kirsten Shumway
Unauthorized Practice of Law Committee	Maribeth LeHoux	Maribeth.Lehoux@gmail.com	Maribeth LeHoux
Unauthorized Practice of Law Committee	Michael Messen	michael.messen@stoel.com	Maribeth LeHoux
Banking & Finance Law Section	David Billings	dbillings@fabianvancott.com	Lydia Kane
Business Law Section	Adam Revelli	arevelli@kba.law	Lydia Kane
Elder Law Section	Greg Lyle	courtney.lyle1@gmail.com	Lydia Kane
Legal Entrepreneur Law Section	Ben Lear	Ben.Lear@LearLaw.com	Lydia Kane

## Kim Cordova

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Bar Executive Committee			
LGBT & Allied Lawyers	Brandon Mark	bmark@parsonsbehle.com	Christy Abad
Minority Bar	Tony Graf	tonyg@utahcounty.gov	Christy Abad
Utah Criminal Defense Lawyers	Stephen W. Howard	stephen@canyonslaw.com	Christy Abad
Fund for Client Protection Committee	Stephen W. Farr	steve@frflawfirm.com	Christine Critchley
Fund for Client Protection Committee	Kathleen S. Jeffery	Krjeffery52@gmail.com	Christine Critchley
Pro Bono Commission	Hon. Michele Christiansen Forster	mmchristiansen@utcourts.gov	Pam Beatse
Pro Bono Commission	Hon. Angela F. Fannesbeck	afannesbeck@utcourts.gov	Pam Beatse
Cannabis Law Section	Hannah Follender	hfollender@wnlaw.com	Lydia Kane
Criminal Law Section	Nicholas Mills	Nmills@kaysvillecity.com	Lydia Kane
Indian Law Section	Beth Parker	Beth.Parker@law.utah.edu	Lydia Kane

**Mark Morris**

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Bar Executive Committee			
Utah Federal Bar	Kris Angelos	kris_angelso@fd.org	Christy Abad
CLE Advisory Committee	Jonathan O. Hafen	jhafen@parrbrown.com	Michelle Oldroyd
Antitrust & Unfair Competition Law Section	Lara Swensen	lswensen@jdrslaw.com	Lydia Kane
Appellate Practice Law Section	Erin Middleton	emiddleton@agutah.gov	Lydia Kane
Constitutional Law Section	Jason Groth	jpgroth@acluutah.org	Lydia Kane
Labor & Employment Law Section	Erik Strindberg	erik@utahjobjustice.com	Lydia Kane
Military Law Section	J. Ed Christiansen	j.ed.christiansen@me.com	Lydia Kane
Securities Law Section	Thomas Brady	tab@clydesnow.com	Lydia Kane

**Matt Hansen**

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Davis County Bar	Dean Collinwood	dean@kmclaw.net	Christy Abad
Tooele County Bar	Frank Mohlman	franktmohlman@msn.com	Christy Abad
Weber County Bar	Stewart Call	s.call@originlgl.com	Christy Abad
Communications Law Section			Lydia Kane
Family Law Section	Brent Salazar-Hall	bhall@lhclawyers.com	Lydia Kane
Paralegal Division	Katie Lawyer	klawyer@agutah.gov	Lydia Kane

**Rick Hoffman**

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Franchise Law Section	Christian Thompson	cthompson@fblglaw.com	Lydia Kane
Non-Profit Law Section	Blake Voorhees	bvoorhees@rqn.com	Lydia Kane
Tax Law Section	Nathan Firouzi	nrfirouzi@crapodeeds.com	Lydia Kane

**Shawn Newell**

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Hellenic Bar	John Johnson	jkjohnsonlaw@gmail.com	Christy Abad
Community Association Law Section	Lauren Devoe	lauren@morrisdevoe.com	Lydia Kane
Construction Law Section	Anna Nelson	anelson@mrm.com	Lydia Kane
International Law Section	Joseph Brubaker	jbrubaker@kmclaw.com	Lydia Kane

**Tom Bayles**

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Eastern Utah Bar	Mark H. Tanner	mhtattorney@etv.net	Christy Abad
Garfield County Bar	Dale Sessions	dalesessions@bresnan.net	Christy Abad
Sixth District Bar	Ross C. Blackham	rossblackham@gmail.com	Christy Abad
Southern Utah Bar	Oscar Castro	Oscar.Castro@dentons.com	Christy Abad
Uintah County Bar	E. Jed Labrum	ejl_law@yahoo.com	Christy Abad

**Traci Gunderson**

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Park City Bar	Deacon Haymond	dhaymond@deaconhaymond.com	Christy Abad
Salt Lake County Bar	Mark Kittrell	Mark.kittrell@slcgov.com	Christy Abad
Utah Prosecution Council	Stephen D. Foote	sfoote@duchesne.utah.gov	Christy Abad
Women Lawyers of Utah	Kate Conyers	kate@conyersnix.com	Christy Abad
Governmental Relations Committee	Jaqualin Friend Peterson	jaqualin@peckpeterson.com	Christy Abad
Governmental Relations Committee	Sara Bouley	sebouley@gmail.com	Christy Abad
Collection Law Section	Nick Lloyd	nick@cullimore.net	Lydia Kane
Corporate Counsel Section	Parker Russell	parker.russell@nice.com	Lydia Kane
Entertainment Law Section	Derek Julio	djulio@sentryfinancial.com	Lydia Kane
Juvenile Law Section	Alexandra Mareschal	alexamareschal@utah.gov	Lydia Kane
Small Firm Practice Section	Clayton Simms	clayton@claytonsimms.com	Lydia Kane

Section/Committee/Bar	Name	E-mail	Bar Staff Liaison
Central Utah Bar	Cameron Christensen	cameron@chrstényounglaw.com	Christy Abad
Utah Association for Justice	Douglas B. Cannon	DCannon@FabianVanCott.com	Christy Abad
Wasatch County Bar	Dan Matthews	dmatthews@gordonlawgroup Utah.com	Christy Abad
Admissions Committee	Evan Strassberg	esstrassberg@michaelbest.com	Emily Lee
Admissions Committee	Hon. Daphne Oberg	daphne_oberg@utd.uscourts.gov	Emily Lee
Bar Exam Test Accommodation Committee	Joan M. Andrews	jandrews@fabianlaw.com	Emily Lee
Bar Examiner Committee	Mark Astling	mastling@djplaw.com	Emily Lee
Bar Examiner Committee	Abby Dizon-Maughan	adm@parsonsbehle.com	Emily Lee
Character & Fitness Committee	Melinda Bowen	mbowen@slco.org	Emily Lee
Character & Fitness Committee	Evan Strassberg	esstrassberg@michaelbest.com	Emily Lee
Ethics Advisory Opinion Committee	John A. Snow	jsnow@princeyeates.com	Beth Kennedy
Ethics Advisory Opinion Committee	Sara E. Bouley	sara@actionlawutah.com	Beth Kennedy

**TAB**  
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**ERIK ANTHONY CHRISTIANSEN**

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 Salt Lake City, Utah 84108  
[echristiansen@parsonsbehle.com](mailto:echristiansen@parsonsbehle.com)

**PARSONS BEHLE & LATIMER**

Shareholder & Co-Chair of Securities Litigation Practice Group  
 Resident in Salt Lake City  
 February 1996 to Present  
 Commercial litigation and securities litigation

One Utah Center  
 201 South Main Street, Suite 1800  
 P.O. Box 45898  
 Salt Lake City, Utah 84145-0898

**STROOCK & STROOCK & LAVAN**

Associate - November 1993 to December 1995  
 2029 Century Park East  
 Suite 1800  
 Los Angeles, California 90067-3086  
 Banking and securities litigation

**MILBANK, TWEED, HADLEY & McCLOY**

Associate - October 1990 to November 1993  
 Summer Associate, Summer 1989  
 601 South Figueroa Street  
 Los Angeles, California 90017  
 Banking and securities litigation

**EDUCATION****University of Utah College Of Law**

Juris Doctor Degree, May 1990  
 Articles Editor and Member of Editorial Board, Utah Law Review, 1989-90

**University of Utah College of Humanities**

M.A. English Candidate, August 1986-December 1989

**University of Utah College of Social and Behavioral Sciences**

B.A. Political Science, August 1987  
 Minor: Philosophy

**University of Utah College of Humanities**

B.A. English, June 1986

LEGAL SERVICE

Utah State Bar	President, Utah State Bar, June 29, 2023-Present
	President-Elect, Utah State Bar, July 7, 2022-June 29, 2023 Present.
	Delegate, ABA House of Delegates, appointed by Utah Bar Commission, 2017-19; reappointed 2019-21; reappointed in 2021-present.
	<p>Ex Officio Member of Utah Bar Commission, 2018-present</p> <ul style="list-style-type: none"> <li>• Co-Chair Public Member Committee (2018-19)</li> <li>• Co-Chair Regulatory Reform Committee (2019-22)</li> <li>• Member, Utah State Bar Executive Director Search Committee (2021)</li> <li>• Chair, Utah State Bar Innovation Office Study Group, 2022-23.</li> </ul>
	Founder and Chair, Utah State Bar JIOP Committee, which successfully started a Utah Chapter of the ABA's Judicial Opportunity Intern Program, 2020-Present
	<p>Utah State Bar, Litigation Section, Executive Committee, 2015-Present</p> <p>(Immediate Past-Chair 2021-22)</p> <p>(Chair, 2020-21)</p> <p>(Chair Elect, 2019-20)</p> <p>(Treasurer 2018-19)</p> <p>(Secretary, 2017-18)</p>
	Practitioner of the Year, Business Law Section, Utah State Bar, 2018

	Member, Convention Committee, Utah State Bar Annual Convention (2001, 2018 and 2020).
	Chair, Utah State Bar Securities Section, 2005-06 (Executive Committee 2002-06)
	Member, Executive Committee, Utah State Bar Association, Young Lawyers Division, 1996 - 1998
	Co-Chair, Utah Bar Journal Committee, Utah State Bar Association, Young Lawyers Division, 1996 - 1997
	Co-Chair, Membership Support Network, Utah State Bar Association, Young Lawyers Division, 1997 - 1998
<b>Legal Recognition</b>	Appointed, Utah Supreme Court, Professionalism and Civility Counseling Board, 2022-present.
	Chambers USA Rated, General Commercial Litigation, 2020-present (Band 3)
	Alumnus of the Year, 2019, honored by the S.J. Quinney College of Law at the University of Utah
	Lawyer of the Year in Litigation/Securities, Best Lawyers in America, 2022.
	Lawyer of the Year in Securities/Capital Markets Law, Best Lawyers in America, 2020.
	Lawyer of the Year in Litigation-Securities, Best Lawyers of America, 2013
	Martindale-Hubbell AV Preeminent Rating
	Recognized in The Best Lawyers in America, Securities Litigation, since 2010
	Recognized in Mountain States Super lawyers, Securities Litigation, since 2009
	Recognized in Legal Elite, Utah Business

	magazine, various years.
<b>American Bar Association</b>	Appointed to Legal Opportunity Scholarship Fundraising Committee by ABA President Mary Smith, August 2023-present
	Appointed to the ABA House of Delegates Select Committee by Chair of the ABA House of Delegates, Gene Vance, August 2022-present.
	Appointed as Member of the ABA Standing Committee on Membership (SCOM) by ABA President-Elect Reginald M. Turner, for a three-year term, August 2021-present. Serve on Town-Hall Subcommittee, 2023. Serve on Early Career Subcommittee, 2023.
	Appointed as Cochair-Utah, ABA's Judicial Intern Opportunity Program, for the 2021-22 bar year, by Litigation Section Chair Beth Kaufman. Reappointed by Litigation Section Chair Danny Van Horn, 2022-23. Reappointed by Litigation Section Chair Anne Marie Seibel, 2023-present.
	Appointed as Team Editor for the ABA Litigation Section's Litigation News, for the 2021-22 bar year, by Litigation Section Chair Beth Kaufman. Reappointed by Litigation Section Chair Danny Van Horn, 2022-present. Reappointed by Litigation Section Chair Anne Marie Seibel, 2023-24.
	Appointed as Member of the ABA Litigation Section Membership & Marketing Committee, 2020-21.
	ABA Utah State Membership Chair, appointed by ABA President Judy Perry Martinez, September 2019-22. Reappointed by ABA President Reginald M. Turner, 2022-present.
	Founder, Utah State Bar Committee to start an expansion into Utah of the ABA Litigation Section's Judicial Intern Opportunity Program, 2020-present

	Volunteer, ABA Immigration Justice Project, August 19-23, 2019 in San Diego, California, assisting with legal representation for asylum seekers at the California border.
	Utah Bar Delegate, ABA House of Delegates, selected by Utah Bar Commission, 2017-19; reappointed 2019-2021, reappointed 2021-present (State Bar Reps serve two-year terms).
	Team Editor, <i>Litigation News</i> , published by American Bar Association (May 2021-present)
	Associate Editor, <i>Litigation News</i> , published by American Bar Association (July 2019-21)
	Contributing Editor, <i>Litigation News</i> , published by American Bar Association (Oct. 2017-19)
	Alternate Utah State Bar Delegate, ABA House of Delegates, selected by the Utah Bar Commission, ABA Annual Meeting, August 2017.
	Fellow, American Bar Foundation (2015-19)  Sustaining Life Fellow, American Bar Foundation (2019-present)
	Editor-in-Chief, <i>Coverage</i> magazine, published by the ABA's Insurance Coverage Litigation Committee, in the Litigation Section, 2007 to 2015
	Managing Editor, <i>Coverage</i> magazine, published by the ABA's Insurance Coverage Litigation Committee, in the Litigation Section, 2004-07.
	Co-Chair, Insurance Coverage Litigation Committee of the Litigation Section of the American Bar Association, 2007 CLE Seminar.
	Board of Trustees, Utah Legal Aid Society, 2003-07
	Regional Representative, Insurance Coverage Litigation Committee of the Litigation Section

	of the American Bar Association, 2003-2004.
	Co-Chair, Bad Faith Subcommittee of the Insurance Coverage Litigation Committee of the Section of Litigation, American Bar Association, 2002-2004.
	Delegate to Young Lawyers House of Delegates, American Bar Association Annual Meeting, Young Lawyers Division, August 1997.

<b>Federal Bar Association</b>	Chair, Utah Chapter, Federal Bar Association, 2008-09
	Member, Constitution, Bylaws and Rules Committee of the National Chapter of the Federal Bar Association, 2006-09
<b>Teaching</b>	Adjunct Professor of Law, S.J. Quinney College of Law, University of Utah,
	<ul style="list-style-type: none"> <li>Teaching Commercial Law 7060-001: (i) Fall 2023.</li> </ul>
	<ul style="list-style-type: none"> <li>Teaching Business Organizations Law 7050-001: (i) Spring 2016; (ii) Spring 2017; (iii) Fall 2018; (v) Fall 2019; (vi) Spring 2021; and (vii) Fall 2021 (a 4-hour credit hour class).</li> </ul>
	<ul style="list-style-type: none"> <li>Taught Procuring and Managing Legal Services, Masters of Legal Services program, (i) Spring 2019 and (ii) Summer 2020 (a 4-credit hour class).</li> </ul>
	Legal Writing Instructor, S.J. Quinney College of Law, University of Utah, 1989-90
	Teaching Assistant, Professor Edwin Firmage, 1989-90
	Tutor, Property Law, Nontraditional Student Assistance Program, 1989-90

<b>Political Appointments</b>	Chair of the Utah State Securities Commission, 2009 to 2017 (appointed by Gov. Huntsman in 2009 and re-appointed by Gov. Herbert in 2013).
	Member, Salt Lake County Arts & Culture Advisory Board, 2018-present (appointed by Salt Lake County Mayor, Ben McAdams and confirmed by the SL County Council).
	<ul style="list-style-type: none"> <li>Chair (2019) and Member (2019-21), Salt Lake County, Fine Art Collection Committee, 2018-21</li> </ul>
	Member, Convention Center Hotel Selection Committee, 2015-18 (appointed by Salt Lake County Mayor, Ben McAdams).

<b>University of Utah</b>	Alumnus of the Year, 2019, honored by the S.J. Quinney College of Law at the University of Utah
	Chair, University of Utah Board of Advisors for Undergraduate Education, 2009-11
	Chair, University of Utah Young Alumni Board, 2000-02
	Member, University of Utah College of Law, Board of Trustees, 1996-99

<b>Other Interesting Community Legal Projects</b>	Represented USA swimming coach in litigation arising out of an alleged improper relationship between another USA swimming coach and an alleged underage athlete, 2017-18
	Represented Sandis Prusis and the Latvian Olympic Committee in a case before the Court of Arbitration for Sport against the International Olympic Committee, where I overturned the decision of the IOC and was able to get Mr. Prusis reinstated so that he was able to compete

	in the 2002 Winter Olympic Games in Salt Lake City, Utah.
	Represented Marie-Reine Le Gougne, the French Judge involved in the Pairs Figure Skating controversy during the 2002 Winter Olympic Games, in her disciplinary proceeding before the International Skating Union in Lausanne, Switzerland.
	Selected as Olympic Pro Bono Counsel to represent athletes during the Salt Lake City Winter Olympic Games in February 2002 before the Court of Arbitration for Sport and the United States Olympic Committee.
	Volunteer Special Counsel to the Salt Lake Olympic Organizing Committee for the 2002 Winter Olympic Games (“SLOC”) in connection with media requests by <i>City Weekly</i> reporter Lynn Packer under SLOC’s Open Records Policy.
	Staff Attorney on the Webster Commission, which was charged by the Los Angeles Police Commission with investigating the LAPD’s response to the 1991 civil disturbance in Los Angeles.

**EXPERT WITNESS MATTERS**

<b><u>Case</u></b>	<b><u>Work</u></b>
<i>U.S. Department of Justice</i>	Hired as a consulting expert for the United States Department of Justice in a securities fraud criminal prosecution, 2022.
<i>Cypress Management, LLC v. Jones Waldo Holbrook &amp; McDonough, P.C.</i>	Hired by Jones Waldo in legal malpractice case concerning securities law issues.
<i>State of Utah v Jeril Winget and Mark Winget</i>	Hired by the State of Utah in criminal prosecution. Expert witness for the State of Utah on securities issues. Issued an expert report. Case resolved before trial.
<i>Robert Wing v. Woodbury &amp; Kesler (In re Vescor)</i>	Hired by Woodbury & Kesler <i>Robert Wing v.</i>

	<i>Woodbury &amp; Kesler, P.C.</i> Expert witness for law firm on securities issues. Issued expert report and was deposed. Case resolved before trial.
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### COMMUNITY SERVICE

Member, Board of Trustees and Executive Committee, Utah Film Center, 2017-Present

Member, KRCL Community Advisory Board, 2015-current

Member, Central Utah Art Center (CUAC) Board of Trustees, 2015-2017

Chair, Board of Trustees, Visit Salt Lake, 2013-14

- Ex Officio Legal Advisor (2019-present)
- Member of Search Committee for New President and CEO (2019-20)
- Board Member (2009-present)
- Executive Committee (2011-19)

Chair, University of Utah Board of Advisors for Undergraduate Education, 2009-11

Member, KRCL Board of Trustees, 2006-11

Member, Board of Trustees, International Sculpture Center, 2006-11

Chair, Board of Trustees, UMOCA, 2006-09

Gala Committee, Utah Arthritis Foundation, 2002 and 2003

Chair, University of Utah Young Alumni Board, 2000-02

Member, Friends of the University of Utah English Department Committee, 1997 – 1998

## PROFESSIONAL CERTIFICATIONS AND ORGANIZATIONS

Admitted to practice to the State Bar of California (1990) and to the State Bar of Utah (1996), as well as to the United States District Courts for the Central District of California, the Eastern District of California, the Southern District of California, the Northern District of California, the United States Court of Appeals For The Ninth Circuit, the United States Court Of Appeals For The Tenth Circuit, the District of Arizona, the District of Utah and the United States Supreme Court. Member of the Salt Lake County Bar Association, the American Bar Association (Litigation, Administrative Law and Securities Litigation Sections) and the Securities and Litigation Sections of the Utah State Bar.

## RECENT PUBLICATIONS

Author, Breach of Duty Results in Forfeiture of \$7.5 Million Contingency Fee, ABA's *Litigation News*, print edition, Vol. 47, No. 2, at 8 (Winter 2022).

Author, Class Action Representation: Everyone Is on the Same Team, ABA's *Litigation News*, web version, Vol. 3, No. 10, January 26, 2022.

Author, Snap Removal: A New Tool for Out-of-State Defendants," ABA's *Litigation news*, print edition, Vol. 47, No. 1 at 22 (Fall 2021).

Author, Class Action Representation: Everyone Is on the Same Team, ABA's *Litigation News*, print edition, Vol. 46 No. 3 at 4 (Spring 2021).

Author, Breach of Duty Results in Forfeiture of \$7.5 Million Contingency Fee, ABA's *Litigation News*, web version, December 7, 2020.

Author, Did Time Run Out on Employee's Noncompete?, ABA's *Litigation News*, Vol. 46, No. 1, at 14 (Fall 2020) and web version published on March 3, 2021.

Author, Snap Removal: A New Tool for Out-of-State Defendants, ABA's *Litigation News*, web version, August 31, 2020.

Author, Discovery Cannot Be Used to Find a Class Action Plaintiff, ABA's *Litigation News*, web version, June 8, 2020.

Author, #MeToo Sparks New Protections in 15 States, cover story, ABA's *Litigation News*, Vol. 45, No. 2 at 10 (Winter 2020)

Author, Federal Court Asserts Jurisdiction Over State Securities Case, ABA's *Litigation News*, web version, February 3, 2020.

Author, Misbehaving, *Litigation*, the Journal of the ABA Section of Litigation, vol. 46, No. 2 at 51 (Winter 2020).

Author, New Federal Rules Modernize Appellate Practice, ABA's *Litigation News*, web version, October 9, 2019.

Author, Jurors Names and Addresses Must Be Disclosed after Trial, ABA's *Litigation News*, web version, August 29, 2019 and print version Vol. 45, No. 2, at 8, Winter 2020.

Author, Family Members Can Recover For Asbestos Exposure At Home, ABA's *Litigation News*, web version, August 1, 2019; and print version Vol. 45, No. 1, at 23 (Fall 2019).

Author, Preliminary Injunctions: Live or Die on Powerful Evidence of Wrongdoing, *Litigation*, the Journal of the ABA Section of Litigation, Vol. 45, No. 2, Winter 2019, at 14.

Author, Circuit Split Widens In Tolling False Claims Act Cases, ABA's *Litigation News*, web version, January 29, 2019.

Author, Supreme Court ALJ Appointment Procedure at SEC Unconstitutional, ABA's *Litigation News*, Volume 44 Number 1, Fall 2018, at 22.

Author, New Materiality Standard for Civil False Claims, ABA's *Litigation News*, Volume 43 Number 4, Summer 2018, at 24.

Author, Chapter on Common State and Federal Securities Law Violations, *Utah Business Law for Entrepreneurs & Managers* (Read, Dumke, Bartholomew and Clayton, Editors) and member of editorial board (book published by the Business Law Section of the Utah State Bar).

Utah Chapter, *Insurance Bad Faith; A Compendium of State Law*, published by the DRI Defense Library Series, in May 2004 and May 2011.

*Technicolor Hats: The Dangers of Relying Solely on D&O Insurance to Protect In-House Counsel in Securities Litigation*, January/February 2006, *Coverage* magazine, Vol. 16, No. 1.

*Constitutional Limitations on Litigating Bad Faith Claims After State Farm Mutual Automobile Insurance Co. v. Campbell*, May/June issue of the American Bar Association's *Coverage* magazine (Vol. 13, No. 3). *Coverage* magazine is published by the ABA's Committee On Insurance Coverage Litigation.

*Notable Rulings*, Federal Bar Association Utah Chapter Newsletter, Vol. 4, Issue 2 (Oct. 2003).

### SPEECHES

Panelist, "Dialogue with Supreme Court Board on Professionalism & Civility Counseling," at the Utah State Bar Spring Convention, St. George, Utah, March 18, 2023.

Moderator, "Conversation with the Courts," at the Utah State Bar Spring Convention, St. George, Utah, March 18, 2023.

Moderator, "Views From the Bench," with Justice Diana Hagen, Judge Jill Pohlman and Judge David Connors, at the Utah Judicial Intern Opportunity Program Orientation, Utah Law & Justice, June 6, 2022.

Speaker, "Cross-Examination Techniques," Litigation Section of the Utah State Bar, 2022 Utah Trial Academy, at the S.J. Quinney College of Law at the University of Utah, March 8, 2022.

Speaker, “Direct and Cross Examination Techniques: Demonstration & Discussion,” Litigation Section of the Utah State Bar, 2022 Utah Trial Academy, at the S.J. Quinney College of Law at the University of Utah, March 8, 2022.

Speaker, “Securities Law: Basics of Raising Capital,” Business Law Section of the Utah State Bar, November 17, 2021.

Speaker, “Beware Inadvertent Plagiarism,” ABA Litigation Section Leadership Conference, meeting of Litigation News Board of Editors, October 1, 2021, New York City, NY.

Speaker, “Trends in Securities Litigation,” General’s Club, September 15, 2021.

Speaker, “Membership and Marketing Webinar: Committee Leadership Training,” ABA Litigation Section, August 12, 2021.

Speaker, “Regulatory Reform, Part Deux: Reports from Utah, Arizona and California,” at the 46<sup>th</sup> ABA National Conference on Professional Responsibility, June 3, 2021.

Speaker, “A Discussion about Diversity and Inclusion with ABA President Refo and distinguished guests from the Utah State Bar,” virtual town hall presentation, given by the Utah State Bar Litigation Section, February 2, 2021.

Speaker, Utah State Bar Litigation Skills Series “Yes You Can Do a Virtual Jury Trial!,” virtual webinar presentation, given by the Utah State Bar Litigation Section, January 28, 2021.

Speaker, “The High Stakes Risks for Companies Doing Business Overseas,” virtual webinar, given at the Utah World Trade Center, December 3, 2020.

Speaker, “Recent Developments in Federal and State Securities Litigation in 2020,” virtual webinar given at the Utah State Bar Virtual Securities Section Annual CLE meeting, November 18, 2020.

Moderator, “Preserving the 7<sup>th</sup> Amendment in the Face of COVID-19: Perspectives from the Bench and Trial Lawyers,” virtual webinar CLE presentation for the Utah State Bar Litigation Section, June 11, 2020.

Speaker, “Social Distance Litigation: Best Practices for Advocates in the New Normal,” Utah State Bar Litigation Section, virtual webinar CLE, May 18, 2020.

Speaker, “Regulatory Updates – Practicing in Utah Under A Proposed Regulatory Reform,” Utah State Bar Litigation Section, U.S. District Court Jury Assembly Room, February 27, 2020.

Speaker, “Update On Recent Significant Securities Decisions,” November 7, 2019, at the Utah State Bar Annual Securities Law Workshop, Little America Hotel.

Speaker, “Faster, Higher, Stronger: Complex Legal Issues in the Multi-Billion Dollar Sports Industry,” with the Honorable Mayor Jackie M. Biskupski, Sam Harkness, the General Counsel for the Larry H. Miller Sports & Entertainment, and Onye Ikwuakor, Associate General Counsel of the United States Olympic Committee, at the ABA Section of Litigation, 2019 Spring Council and Planning Meeting, June 14, 2019 at the Stein Eriksen Lodge, Park City, Utah.

Speaker, “Conducting an Effective Internal Investigation – One Chance to Get it Right” at the ABA Business Law Section Spring Meeting in Vancouver, British Columbia, March 28, 2019.

Speaker, “Law School to Lawyer: Insights from Hiring Partners,” Utah State Bar Young Lawyer’s Division, Adobe Campus, January 9, 2019.

Speaker, “What to Do When Your Key Employee Walks Out the Door With Your Company’s Trade Secrets,” presented at Silicon Slopes, December 6, 2018.

Speaker, “Practical Ethical Concerns for Securities Regulators” at the North American State Securities Administrators’ Annual Training Conference, Deer Valley, Utah, July 18, 2018.

Speaker, “When the Government Comes Knocking . . . How to Respond to Governmental Investigations,” Utah State Bar Litigation and Corporate Counsel Sections, June 20, 2018.

Speaker, “The Future of the Legal Profession” at the Utah State Bar Innovation & Law Committee Conference, May 31, 2018.

Speaker, “What to Do When Your Key Employee Walks Out the Door With Your Company’s Trade Secrets,” presented at the Parsons Behle & Latimer 30<sup>th</sup> Annual Employment Law Seminar, at the Grand America Hotel, May 22, 2018.

Speaker & Faculty, Utah State Bar Litigation Section Trial Academy, March 22, 2018, at S.J. Quinney College of Law.

Speaker, “Home Alone and the Death of Mass Torts: Recent Developments in General and Specific Jurisdiction,” with Justice Paige Peterson and Judge Diana Hagen, at the Utah State Bar Spring Convention in St. George, Utah on March 9, 2018.

Speaker, “Did the SEC’s Recent Ratification of ALJ Appointments End The Constitutional Question of Agency ALJ Appointments,” at the Utah State Bar Securities and Business Law Joint CLE, February 7, 2018.

Speaker, “Whither the ALJs? Will the SEC’s Recent Ratification of ALJs End The Constitutional Question of SEC ALJ Appointments?” at the ABA’s 12<sup>th</sup> Annual National Institute on Securities Fraud, January 11, 2018.

Speaker, “How to Develop Clients Starting Now: Tips for Lifelong Client Development And The Myriad of Career Opportunities for Business Law Lawyers” at the S.J. Quinney College of Law, Business Law Society, October 3, 2017.

Speaker, “Securities Litigation Update” at the Securities Section Annual Conference of the Securities Section of the Utah State Bar, at Little America, August 4, 2017.

Speaker, “A Carrot, A Stick & A Choice: Federal v. State Trade Secret Litigation,” at the Utah Law & Justice Center, for the Utah State Bar Labor & Employment Section, May 25, 2017.

Speaker, What to Do With Big, Complex Cases? The New Third District Court Pilot Program for Tier 3 Cases, with Judges Ryan M. Harris, Barry G. Lawrence, and Andrew H. Stone at the Federal Courthouse, Utah State Bar Litigation Section, September 20, 2016.

Speaker, Shh! Don’t Tell! The Federal Defend Trade Secrets Act, USA Power, and Other Major Developments in Trade Secret Law, with Timothy Conde and James Magleby, at the Federal Courthouse, Utah State Bar Litigation Section, August 3, 2016.

Speaker, To Compete or Not Compete. . . . That Is The Question, Utah State Bar Litigation Section Breakfast Briefing, May 26, 2016.

Speaker, Update on Securities Litigation, Utah State Bar Securities Section Annual CLE, August 7, 2015.

Speaker, Trial Skills Academy, Faculty, Utah State Bar, Utah State Bar Litigation Section, May 26-27, 2015

Speaker, Ethical Considerations in Securities Enforcement, Utah State Bar Business Law Seminar, May 22, 2015

Speaker, Trial Academy, Faculty, Utah State Bar, Fall Forum, November 21, 2014

Speaker, Modern Securities Litigation and Halliburton, S.J. Quinney College of Law, March 17, 2014

Speaker, Securities Litigation Update, Utah State Bar Securities Section, February 21, 2014

Speaker, Best and Worst Discovery Practices, Utah State Bar, Litigation Section, October 7, 2011

Speaker, Update on Recent Significant Securities Decisions, Utah State Bar Securities Law Section, May 7, 2011

Speaker, Generating Content and Soliciting Authors, ABA Editor’s Symposium, October 1, 2010

Speaker, Update on Recent Significant Securities Decisions, Utah State Bar Securities law Section, August 20, 2010.

Speaker, Common Markers of Fraud, Fraud College, June 30, 2010.

Speaker, Developments in Federal Securities Fraud Litigation, Federal Bar Association, Southern Utah Event, October 23, 2009

Speaker, Pro Bono Service in the Federal Courts, Federal Bar Association's Tri-State Conference, October 10, 2009

Speaker, Recent Developments in Securities Litigation, Utah State Bar Securities Section, August 15, 2009

Speaker, Spoliation of Evidence in the Electronic World, Intermountain eDiscovery Conference, May 28, 2009

Speaker, Update on Recent Significant Securities Decisions, Utah State Bar, August 22, 2008

Speaker, Spoliation of Evidence, Lorman seminar, May 16, 2008

Speaker, Do's and Don'ts of Deals in Utah, Mountain West Capital Network lunch, December 13, 2007

Speaker, Discovery in Bad Faith Cases, Ethical Issues and the Tripartite Relationship, Lorman, September 19, 2007

Speaker, Private Securities Litigation in Utah, Utah State Bar, August 11, 2007

Speaker, Update on Recent Significant Securities Decisions, Utah State Bar, August 25, 2006

Speaker, First Party Bad Faith Claims, Lorman seminar, February 23, 2006

Speaker, D&O Coverage for In-House Counsel of Issuers of Securities, Utah State Bar, May 5, 2005

Speaker, Mold & Bad Faith Litigation, at the A.B.A.'s 2005 Insurance Coverage Litigation CLE Seminar in Tucson, Arizona on March 4, 2005.

Speaker, To Restate or Not to Restate: Handling A Disclosure Crisis, at the 27<sup>th</sup> Annual Securities Law Workshop of the Utah State Bar Association's Securities Section in Sun Valley, Idaho, on August 21, 2004.

Speaker, Ten Things I Love & Hate About Insurance Companies and Insureds: The Latest On Coverage Dynamics, at the A.B.A. Section of Litigation's Annual Conference in Phoenix, Arizona on May 7, 2004.

Speaker, Bad Faith Claims And ERISA: What's Next?, at the A.B.A.'s Insurance Coverage Litigation Committee's annual CLE Seminar in Tucson, Arizona on March 6, 2004.

Tool Box Lunch Discussion Leader, Bad Faith Claims, at the A.B.A.'s Tort Trial and Insurance Practice Section's 12<sup>th</sup> Annual Insurance Coverage Litigation Committee Midyear Program at the Fairmont Miramar Hotel, February 20, 2004, in Santa Monica, California.

Speaker, The Basics of Federal And State Securities Litigation, New Lawyer CLE, Utah State Bar Law & Justice Center, October 30, 2003.

Speaker, Recent Developments in Securities Litigation in the 9<sup>th</sup> and 10<sup>th</sup> Circuits, Utah State Bar Securities Section Annual Meeting, Jackson Hole, Wyoming, August 16, 2003.

Panelist, Plenary Session: Bad Faith Litigation After Campbell vs. State Farm Mutual Auto Insurance, presented at the American Bar Association's 2003 Insurance Coverage Litigation CLE Seminar in Tucson, Arizona on March 7, 2003.

Discussion Leader, Punitive Damages After White vs. Ford Motor Company, presented at the American Bar Association's 2003 Insurance Coverage Litigation CLE Seminar in Tucson, Arizona on March 7, 2003.

The Document Retention Requirements of the Sarbanes-Oxley Act of 2002, the Health Insurance Portability and Accountability Act, and Rule 26 of the Federal Rules of Civil Procedure, presented to 1100 people at the National Meeting of Iron Mountain Incorporated on February 6, 2003 in Orlando, Florida.

The Document Retention Requirements of the Sarbanes-Oxley Act of 2002, presented at the "Best of the West" regional meeting of Iron Mountain Records Management Corporation, a division of Iron Mountain Incorporated, on November 19, 2002 in Las Vegas, Nevada.

Recent Developments in Securities Class Action Litigation in the United States – Western Region, at the Center for International Legal Studies, Salzburg, Austria, October 11, 2002.

Legal Ethics of Olympic Proportion: Athlete Arbitrations at the Salt Lake 2002 Olympics, at Utah Valley State College on September 24, 2002.

Recent Developments In Securities Litigation In the Ninth and Tenth Circuits, Utah State Bar Securities Section Annual Meeting, Sun Valley, Idaho, August 2002.

D&O Lawsuits: Stories from the Trenches, T2M Technology To Market Summit 2001 Conference held at the Chateaux at Silver Lake at Deer Valley Ski Resort on December 6, 2001.

Recent Developments In Securities Litigation In the Ninth and Tenth Circuits, Utah State Bar Securities Section Annual Meeting, Jackson Hole, Wyoming, August 2001.

Recent Developments In Securities Litigation In the Ninth and Tenth Circuits, Utah State Bar Securities Section Annual Meeting, Sun Valley, Idaho, August 2000.

**PERSONAL**

Born July 31, 1963 in Iwakuni, Japan. Married to Christina Marie Jepson. Daughters, Adison Marie Christiansen (24), Kyra Marie Schmutz (24), Cate Olivia Christiansen (21), and Morgan Alexa Schmutz (13). Chevalier, Chaine Des Rotisseurs, Utah Chapter. Member, Beta Theta Pi fraternity in college. Founding Member of Edison House. Social member of the Salt Lake Country Club.



Mary Smith  
President-Elect  
321 N. Clark Street, Chicago, IL 60654-7598  
abapresidentelect@americanbar.org  
americanbar.org

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June 26, 2023

Erik Anthony Christiansen  
Ste 1800  
201 S Main St  
Salt Lake City, UT 84111-2218

Dear Erik,

On behalf of the American Bar Association, I am pleased to appoint you as a member of the Legal Opportunity Scholarship Fundraising Committee for a one-year term commencing with the adjournment of the 2023 Annual Meeting. The chair will be Joe O'Connor and the staff liaison will be Ceilanne Libber. With your commitment, we will address issues of great importance to lawyers, our Association, and the public.

To accept or decline this appointment, please complete, and promptly return the enclosed form via email to [abapresidentialappts@americanbar.org](mailto:abapresidentialappts@americanbar.org). Your prompt reply is appreciated as the ABA Leadership Directory will be compiled soon.

Please note that appointments are for ABA members only. If you are not a member of the ABA, please visit <https://www.americanbar.org/join> to complete an online application. You must be a valid member on or before Friday, July 28, 2023, to receive a 2023-24 Presidential appointment.

Also, as part of the leadership of the ABA, I hope that you will consider making a charitable gift to the Fund for Justice and Education to support the ABA's important public service work. Many of the ABA's entities seek outside funding for qualifying charitable activities. To contribute to your appointed entity or to the ABA/FJE Annual Fund, which supports all the Association's charitable work, please visit [www.ambar.org/donatefje](http://www.ambar.org/donatefje).

If you have any questions, please email Andre Burke at [andre.burke@americanbar.org](mailto:andre.burke@americanbar.org)

Thank you for sharing your time, energy, and talents to further the goals of the Association. Your leadership will help us to advance the rule of law and to serve our members and the legal profession.

Sincerely,

A handwritten signature in cursive script that reads 'Mary Smith'.

Mary Smith  
President-Elect, American Bar Association

cc: Joseph D O'Connor  
Ceilanne Libber

## Madison Tremblay

---

**From:** Erik A. Christiansen  
**Sent:** Thursday, June 22, 2023 8:32 AM  
**To:** Madison Tremblay  
**Subject:** FW: 2023-2024 Litigation Section Leadership Appointment

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**Erik A. Christiansen**  
 Shareholder • Shareholder  
 Salt Lake City • Direct +1 801.536.6719

**From:** Anne Marie Seibel, Litigation Section Chair 2023-2024 <ltserve@americanbar.org>  
**Sent:** Thursday, June 22, 2023 8:03 AM  
**To:** Erik A. Christiansen <EChristiansen@parsonsbehle.com>  
**Subject:** 2023-2024 Litigation Section Leadership Appointment

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## Litigation Section

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Dear Erik,

Thank you for applying for a leadership position in the American Bar Association Litigation Section. It is my pleasure to appoint you to serve as **Regional Co-Chair - Utah** for the **Judicial Intern Opportunity Program** for the 2023–2024 bar year. Managing Directors Nash Long, Kelly Matayoshi, Tiffany Shimada, and I look forward to serving with you. It is an exciting time for the Litigation Section as we begin in earnest to fulfil the goals and strategies of our updated Strategic Plan, which can be found **here**. As a Section Leader, you will be engaged in the implementation of our Strategic Plan goals, in coordination with Section Council.

Your active attendance and participation at our Leadership meetings is critical to

your leadership of the **Judicial Intern Opportunity Program**. Please see below for this year's meeting schedule for your position:

- **Fall Leadership Meeting**, October 5–7, 2023, Minneapolis, MN (Mandatory)
- **Winter Leadership Meeting**, January 25–26, 2024, Virtual (Mandatory)
- **Section Annual Conference**, including Spring Leadership, May 1–4, 2024, Washington, DC (Mandatory)

Our team understands that you are volunteering your valuable time to serve in Leadership. To that end, we intend to make our Leadership meetings productive, efficient, and filled with opportunities to create the deep connections that make a role in Leadership so fulfilling.

We also encourage you to attend at least one of the following multi-day Section CLE meetings:

- Women in Litigation Joint CLE Conference, November 1–3, 2023, San Diego, CA (Sponsorship and Registration information available at [ambar.org/litigateher](http://ambar.org/litigateher))
- Insurance Coverage Litigation Committee CLE Seminar, March 6–9, 2024, Tucson, AZ

This year we are also continuing with our third annual **Diversity Leadership Training**, as outlined in the Section's **Diversity, Equity, and Inclusion Plan**. We are excited that the training will take place **in-person during Fall Leadership** on the morning of **Saturday, October 7**. Please make travel arrangements that permit you to attend the entire session.

Before accepting your Leadership appointment, please consider whether you can fulfill the commitment to attend all mandatory meetings. Please also review the Section's travel and expense reimbursement policy, available [here](#), to determine if you are eligible for limited reimbursement. Please note that important updates have been made to these guidelines, including the requirement that leaders stay at the contracted hotel in order to be reimbursed for travel to a meeting. To ensure that we meet our budget, we will adhere strictly to these reimbursement guidelines.\*

**To accept or decline this appointment, please click the button below and answer the questions on the linked form ASAP, and no later than July 5, 2023.**

On **Wednesday, August 9, at 1–2 PM ET**, we will hold a virtual Kickoff Meeting for all new and continuing Leaders. We'll also be holding separate orientation meetings for new leaders and groups of committees to encourage collaboration. However, because the success of the Section depends upon work year-round, please do not hesitate to reach out now to current Leaders to ensure seamless transitions.

The lifeblood of our Section is building out our subcommittee structures and identifying leaders of the future. These are among the responsibilities of your position as a Leader. On **Thursday, August 10, at 3-4 PM ET**, we will hold a Zoom session for individuals you identify who can serve in subcommittee roles across the Section in which we will provide information on how they can get involved in the Section. Please send this registration link to young or diverse lawyers in your networks who should be actively engaged in the Section: [tinyurl.com/LitSectionInfoSession](https://tinyurl.com/LitSectionInfoSession).

We look forward to working with you during the upcoming bar year. In the meantime, if you have any questions, please contact Committees Manager **Heather Nichols**.

With appreciation for your time and efforts for the Section,

Anne Marie Seibel  
2023–2024 Section Chair

**\*Please note:** If the reimbursement policy will create a hardship for a particular leadership meeting, please send a written request in advance of making your travel arrangements for the meeting to the Section Associate Director **Bridget Miller** and Budget Officer **David Soley**, with the accommodation that you are requesting.

Accept Your Appointment

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## Madison Tremblay

---

**From:** Erik A. Christiansen  
**Sent:** Tuesday, June 20, 2023 2:39 PM  
**To:** Madison Tremblay  
**Subject:** FW: 2023-2024 Litigation Section Leadership Appointment

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**Erik A. Christiansen**  
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 Salt Lake City • Direct +1 801.536.6719

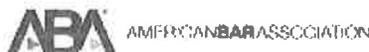
**From:** Anne Marie Seibel, Litigation Section Chair 2023-2024 <ltserve@americanbar.org>  
**Sent:** Tuesday, June 20, 2023 2:28 PM  
**To:** Erik A. Christiansen <EChristiansen@parsonsbehle.com>  
**Subject:** 2023-2024 Litigation Section Leadership Appointment

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## Litigation Section

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Your active attendance and participation at our Leadership meetings is critical to

the success of your role with the **Litigation News**. Please see below for this year's meeting schedule for your position:

- **Fall Leadership Meeting**, October 5–7, 2023, Minneapolis, MN (Mandatory)
- **Winter Leadership Meeting**, January 25–26, 2024, Virtual (Optional)
- **Spring Editorial Board Meeting**, Date and Location TBD (Mandatory)
- **Section Annual Conference, including Spring Leadership**, May 1–4, 2024, Washington, DC (Mandatory)

Our team understands that you are volunteering your valuable time to serve in Leadership. To that end, we intend to make our Leadership meetings productive, efficient, and filled with opportunities to create the deep connections that make a role in Leadership so fulfilling.

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Before accepting your Leadership appointment, please consider whether you can fulfill the commitment to attend all mandatory meetings. Please also review the Section's travel and expense reimbursement policy, available [here](#), to determine if you are eligible for limited reimbursement. Please take note of the new accommodation requirement included in the policy. To ensure that we meet our budget, we will adhere strictly to these reimbursement guidelines.\*

**To accept or decline this appointment, please click the button below and answer the questions on the linked form ASAP, and no later than July 5, 2023.**

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We look forward to working with you during the upcoming bar year. In the meantime, if you have any questions, please contact Committees Manager **Heather Nichols**.

With appreciation for your time and efforts for the Section,

Anne Marie Seibel  
2023–2024 Section Chair

**\*Please note:** If the reimbursement policy will create a hardship for a particular leadership meeting, please send a written request in advance of making your travel arrangements for the meeting to the Section Associate Director **Bridget Miller** and Budget Officer **David Soley**, with the accommodation that you are requesting.

Accept Your Appointment

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# TAB 5

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2023 "80s" GALA

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**FRIDAY, SEPT. 8**  
**6PM | LITTLE AMERICA HOTEL**

All proceeds enable the Legal Aid Society of Salt Lake  
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**TAB**

**6**

## CHARGE TO STANDING COMMITTEE

**TO:** Christine M. Durham, Chair - Access to Justice Commission  
Amy Sorenson, Vice-chair - Access to Justice Commission

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

### PURPOSE OF COMMITTEE:

To provide leadership the Bar's Access to Justice Programs and ensure greater communication among the various providers of legal services to the under-served populations in the state regarding the broad spectrum of judicial, court-related, administrative, educational, market-based, and consumer-oriented issues and to discuss the means of improving the services.

### SPECIFIC OBJECTIVES:

1. To coordinate the Bar's Access to Justice programs, which currently includes the Modest Means and Pro Bono Programs as well as the AAA Task Force and the Licensed Lawyer directory site;
2. To regularly gather the various legal services providers in the state to share information, discuss improvements, review the extent to which this work is being accomplished and evaluate any gaps which may still exist; and,
3. To maintain comprehensive reports of the services.
4. To engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

## CHARGE TO STANDING COMMITTEE

**TO:** Hon. Daphne Oberg, Co-chair – Bar Admissions Committee  
Evan Strassberg, Co-chair, Bar Admissions Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

### PURPOSE OF COMMITTEE:

To oversee the Bar admissions process for licensure by the Supreme Court and assure that: (1) each applicant has achieved a sufficient amount of scholarly education and graduated from an ABA approved law school; (2) each applicant possesses the requisite moral character and fitness to protect the public interest and engender the trust of clients, adversaries, courts and others; and (3) each applicant has the ability to identify legal issues, to engage in a reasoned analysis of those issues and to arrive at a logical solution by application of fundamental legal principles by examination which demonstrates the applicant's thorough understanding of these legal principles.

The Committee shall consist of its chairs, the chairs of all admission-related committees, the Deputy General Counsel in Charge of Admissions and any at-large members appointed by the Utah State Bar Commission. The Deans of the J. Reuben Clark Law School and S. J. Quinney College of Law shall be *ex-officio* members of the committee.

### SPECIFIC OBJECTIVES:

To coordinate the participation and performance of all admission-related Committees regarding admissions process including; (1) initial contact with Bar; (2) the Bar application; (3) the Rules of Admission; (4) the investigative process; (5) the Character and Fitness review process; and, (6) the Bar Exam, preparation, administration, grading and grievances.

1. To hear Bar Exam Applicants' grievances.
2. To research and recommend improvements in the process.
3. The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

**CHARGE TO STANDING COMMITTEE**

**TO:** Michelle Quist, Co-chair - Bar Awards Committee  
Katie Woods, Co-chair - Bar Awards Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

**PURPOSE OF COMMITTEE:**

To propose the policies and processes through which the Bar recognizes the meritorious performance and contributions of lawyers and members of the public.

**SPECIFIC OBJECTIVES:**

1. To establish the process and means to be adopted by the Commission for the solicitation of nominations of lawyers and members of the public for the various Bar awards, including the notification of interested groups; policies on the number and types of nominations which will be considered by the Commission; and the timing of the selection process.
2. To draft the criteria for the Commission to consider in selecting recipients for each award;
3. To draft a formal nomination outline to be use by those nominating candidates for each award:
4. To receive nominations for the awards and present those meeting the award criteria to the Commission according to the approved deadlines, including a listing of past award winners.
5. To engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

## CHARGE TO STANDING COMMITTEE

**TO:** Mark Astling, Co-chair - Bar Examiner Committee  
Abby Dizon-Maughan, Co-chair – Bar Examiner Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

### PURPOSE OF COMMITTEE:

To assure that each applicant has the ability to identify legal issues, to engage in a reasoned analysis of those issues and to arrive at a logical solution by application of fundamental legal principles by examination which demonstrates the applicant's thorough understanding of these legal principles by writing and grading the essay questions.

The committee shall consist of its chair(s) and any at-large members appointed by the Utah State Bar Commission.

### SPECIFIC OBJECTIVES:

To draft and grade Bar examination questions and answers in accordance with the Bar Examiners Handbook so that the Bar may appropriately assess an applicant's knowledge and competence to practice law in the state of Utah. Committee members will review examination materials prior to questions being placed on the examination. Reviewers will analyze questions and answers to insure that they are fair, clear and accurate.

Questions and model answers shall be completed and submitted for all testing areas by October 1<sup>st</sup> for the February examination and by May 1<sup>st</sup> for the July examination.

Changes requested by the Bar Examiner Review Committee shall be incorporated and submitted by February 15<sup>th</sup> for the February exam and by July 15<sup>th</sup> for the July exam.

The February exam shall be graded in March and the July exam graded in September.

The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

**CHARGE TO STANDING COMMITTEE**

**TO:** Todd Gordon, Co-chair - Budget and Finance Committee  
Rick Hoffman, Co-chair – Budget and Finance Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

**PURPOSE OF COMMITTEE:**

Provide expert counsel, review and advice to the Bar's Financial Department and the Bar Commission to assure that the Bar is complying with all regulatory accounting requirements, principles and practices so that the financial records of the Bar are clear, transparent, complete, accurate and understandable.

**SPECIFIC OBJECTIVES:**

1. Review annual budget;
2. Review annual audit;
3. Review quarterly financial statements;
3. Recommend auditors;
4. Work with staff as necessary to keep technology and practices up to date;
5. Review investment policy and portfolio; and
6. Review Bar By-Laws and Financial Policies & Procedures annually to assure compliance with accepted accounting principles and practices and business best practices.

The committee shall consist of its chair(s) and any at-large members appointed by the Utah State Bar Commission.

The committee chair(s) shall also identify and train eventual successive chairperson(s).

## CHARGE TO STANDING COMMITTEE

**TO:** Evan Strassberg, Co-chair - Character and Fitness Committee  
Melinda Bowen, Co-chair – Character and Fitness Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

### PURPOSE OF COMMITTEE:

To assure that each applicant has graduated from an ABA approved law school and possesses the requisite moral character and fitness to protect the public interest and engender the trust of clients, adversaries, courts and others.

The committee shall consist of its chair(s) and any at-large members appointed by the Utah State Bar Commission.

### SPECIFIC OBJECTIVES:

To meet monthly to review application files, oversee investigations, conduct hearings and either approve or deny applications for admission to the Utah State Bar.

The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system and to report annually to the Bar Commission on the Committee's diversity and inclusion successes.

## CHARGE TO STANDING COMMITTEE

**TO:** Alisha Giles, Editor and Chair - *Utah Bar Journal* Committee  
Andrea Valenti Arthur, Vice-chair and Managing Editor – *Utah Bar Journal* Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

**PURPOSE OF COMMITTEE:** To publish six editions of the *Utah Bar Journal* annually.

The committee shall consist of its chair(s) and any at-large members appointed by the Utah State Bar Commission.

**SPECIFIC OBJECTIVES:** To provide comprehensive coverage of the legal profession and the activities of the Utah State Bar, including articles of legal importance, state bar news and information, notices from the Judiciary and Bar Section information, summaries of recent cases, legislative reports, classified advertisements, messages from the Bar President and Commissioners, and appropriate announcements of general interest. This should be performed within the adopted budget and by soliciting sufficient and appropriate advertising.

The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

**CHARGE TO STANDING COMMITTEE**

**TO:** Stephen Farr, Chair - Fund for Client Protection Committee  
Kathleen Jeffery, Vice-chair – Fund for Client Protection Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

**PURPOSE OF COMMITTEE:** To consider claims made against the Fund for Client Protection and recommend appropriate payouts for consideration and approval by the Board of Bar Commissioners.

The committee shall consist of its chair(s) and any at-large members appointed by the Utah State Bar Commission.

**SPECIFIC OBJECTIVES:** To meet on an as-needed basis to review claims, and to provide written recommendations for approval by the Board of Bar Commissioners.

The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

**CHARGE TO STANDING COMMITTEE**

**TO:** John A. Snow, Chair - Ethics Advisory Opinion Committee  
Sara E. Bouley, Vice-chair – Ethics Advisory Opinion Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

**PURPOSE OF COMMITTEE:** To prepare ethics advisory opinions in response to requests by members of the Bar concerning prospective conduct that is currently not in litigation and when the issue is a significant one for lawyers and the "Utah Rules of Professional Conduct" do not provide guidance.

The committee shall consist of its chair(s) and any at-large members appointed according to the rules of the committee.

**SPECIFIC OBJECTIVES:**

1. To meet as necessary to respond to requests and provide proposed advisory opinions to the Board of Bar Commissioners for their review; and
2. To maintain a compilation of all Bar-approved ethics advisory opinions and prepare an index of all opinions which will be published and available at the Bar office for all lawyers.
3. The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

## CHARGE TO STANDING COMMITTEE

**TO:** A. John “Jack” Pate, Chair – Fee Dispute Resolution Committee  
Robert Harrison, Vice-chair - Fee Dispute Resolution Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

**PURPOSE OF COMMITTEE:** To implement Utah State Bar Fee Dispute Resolution program according to existing rules.

The committee shall consist of its chair(s) and any at-large members appointed by the Utah State Bar Commission.

**SPECIFIC OBJECTIVES:** To assign arbitration panels to hold arbitration hearings with appropriate notice and to provide final decisions to the parties. To finalize revisions to the arbitration rules.

The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee’s diversity and inclusion successes.

**CHARGE TO STANDING COMMITTEE**

**TO:** Jaqualin Friend Peterson, Co-chair - Governmental Relations Committee  
Sara Bouley, Co-chair – Governmental Relations Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

**PURPOSE OF COMMITTEE:** To monitor pending or proposed legislation which falls within the Bar's legislative policy and make recommendations to the Board of Bar Commissioners to support, oppose, take to no position, or to recommend other appropriate action.

The Committee shall consist of its chair(s) and representatives from the Sections of the Bar.

**SPECIFIC OBJECTIVES:** To meet as necessary during the year to monitor legislative activity, coordinate activities with the Bar's legislative representative and make recommendations to the Board of Bar Commissioners during regularly scheduled telephonic and other meetings during the session, and before/after the sessions, as appropriate. To develop partnerships between the Bar and the various branches of government.

The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

## CHARGE TO STANDING COMMITTEE

**TO:** Maribeth LeHoux, Chair - Unauthorized Practice of Law Committee  
Michael Menssen, Vice-chair - Unauthorized Practice of Law Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

**PURPOSE OF COMMITTEE:** To review and investigate all complaints made regarding unauthorized practice of law (UPL) allegations. Addressing UPL complaints by means such as dismissal, drafting informal letters of caution, or pursuing more formal Cease & Desist Agreements. Recommending where appropriate and approved, the filing a civil complaint for UPL violations. As deemed appropriate, engage in special projects such as publishing a “notario” pamphlet, drafting Spanish language UPL complaints forms, etc. Reviewing the current UPL process, including guidelines and procedures and advising the Board of Bar Commissioners on recommended changes in the process, such as criminalization, prosecution by the Office of Bar Counsel, or prosecution by others, etc. As directed, work with the Utah Supreme Court’s Rules Advisory Committee.

The committee shall consist of its chair(s) and any at-large members appointed by the Utah State Bar Commission.

**SPECIFIC OBJECTIVES:** To meet as necessary to review and discuss, complaints and current UPL issues and make recommendations to the Board of Bar Commissioners as appropriate for formal action.

The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee’s diversity and inclusion successes.

## CHARGE TO STANDING COMMITTEE

**TO:** Joan M. Andrews, Chair - Bar Exam Test Accommodation Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

### PURPOSE OF COMMITTEE:

To assure that the Bar examination fairly tests an applicant's competency, by utilizing appropriate, accurate, and clearly-worded questions, and that appropriate test accommodations are awarded as required under the Americans with Disabilities Act. And to assure that the latest technological advances in testing processes and security measures are incorporated into the Bar examination, and that testing is conducted at a safe and suitable exam site.

The committee shall consist of its chair(s) and any at-large members appointed by the Utah State Bar Commission.

### SPECIFIC OBJECTIVES:

To oversee the administration of the Bar examination, including test preparation, grading, test accommodation requests, site selection, computer use, emergency-preparedness, and test security issues. The Special Accommodation Committee, a subcommittee of the Bar Exam Administration Committee, focuses on reviewing requests for test accommodations on the February and July Bar exams, investigating the applicants and their requests, and making a recommendation on whether to grant, modify, or deny an applicant's test accommodation request.

The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

## CHARGE TO STANDING COMMITTEE

**TO:** Jonathan Hafen, Chair - CLE Advisory Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

**PURPOSE OF COMMITTEE:** To provide quality continuing legal education programs to all attorneys and paralegals of Utah.

The committee shall consist of its chair(s) and any at-large members appointed by the Utah State Bar Commission.

**SPECIFIC OBJECTIVES:**

1. To study and report to the Bar Commission on the concept of expanding CLE self-study options to permit interactive videoconferencing as "live" CLE credit in order to accommodate rural and outlying areas as long as not more than 6 credit hours can be completed through participation at traditional "live" events.
2. To explore, in conjunction with the Bar, the implementation of the requirement that each section: (1) provide at least one CLE course per year to section members; (2) provide at least one CLE presentation every three years at a regular Bar convention; (3) consider offering at least one hour of free CLE for section members at section presentations; and (4) encourage certain sections to join together for CLE presentations.
3. To make recommendations on raising the prices of Bar-offered CLE courses and of convention courses to keep pace with the cost of conventions, and to become a modest source of revenue for the Bar.
4. To work, in conjunction with the Bar, with the S.J. Quinney and J. Reuben Clark law schools to make appropriate programs they have developed available on the Bar's website.
5. To work, in conjunction with the Bar, to invite the Bar president each year to provide a lecture on professionalism, civility and problem solving to stress the importance of meaningful problem solving and professionalism.
6. To encourage well-developed, current and informational handouts and materials by CLE presenters.
7. To develop suggested criteria for designating CLE presentations, such as: "Beginning," "Intermediate," and "Advanced" training levels, and in improving the explanations of CLE presentations in advertising so that Bar members might have a more complete idea of the substance and depth of the presentations.
8. To assist the Bar in enhancing the Bar's website to permit the solicitation of ideas and requests for CLE from Bar members and to work to enhance the breadth and mix of topics.

9. To explore the introduction of diversity training as part of Professionalism/Civility CLE programs during the next two years, but not as a mandatory component, and to report back to the Commission on the feasibility of requiring one hour of diversity training every two years as part of the Professionalism/Civility CLE component.
10. The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

## CHARGE TO STANDING COMMITTEE

**TO:** Danielle Hawkes, Chair

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

### PURPOSE OF COMMITTEE:

Lawyers Helping Lawyers provides peer to peer support for lawyers in Utah. The goal is to connect lawyers with one another so that they can share their hardships and solutions with one another. The problems addressed may include issues of mental health struggles, suicidal ideation, professional problems, and substance abuse. The volunteers working with the committee may not be trained in mental health, but rather will be trained on how to share their own experiences in how they solved similar problems.

Lawyers Helping Lawyers will work in collaboration with the Wellness Committee and Blomquist Hale to provide the peer to peer aspect of wellness. The organizations will refer to one another to make certain that those in need find the right help.

### SPECIFIC OBJECTIVES:

Lawyers Helping Lawyers specific objective is to provide peer to peer connections and support within Utah. This may be done using the following methods: individual meetings, group meetings, CLEs, and other methods used to connect those suffering with those who have solved similar problems.

## CHARGE TO STANDING COMMITTEE

**TO:** Julie Emery, Chair - Licensed Paralegal Practitioner Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

### **PURPOSE OF COMMITTEE:**

To oversee the admissions process for licensure as a paralegal practitioner by the Supreme Court and assure that:

- (1) each applicant has achieved a sufficient amount of scholarly education and substantive legal experience to satisfy the LPP education and experience requirements;
- (2) each applicant possesses the requisite moral character and fitness to protect the public interest and engender the trust of clients, adversaries, courts and others; and
- (3) each applicant has the ability to identify legal issues related to their area of practice, to engage in a reasoned analysis of those issues and to arrive at a logical solution by application of fundamental legal principles by examination which demonstrates the applicant's thorough understanding of these legal principles.

The Committee shall consist of its chair and any at-large members appointed by the Utah State Bar Commission.

### **SPECIFIC OBJECTIVES:**

To coordinate the LPP admissions process including:

- (1) the Rules of Admission for LPP's;
- (2) approving all applications and forms related to the LPP Examination and LPP Admissions process;
- (3) reviewing LPP examination application files;
- (4) overseeing the investigative process;
- (5) overseeing the LPP Character and Fitness review process, including conducting hearings and approving or denying applications for admission as an LPP; and
- (6) overseeing the LPP Exam administration and grading, specifically:
  - a. assigning subject matter experts to grade the written portions of the LPP examination so that the Bar may appropriately assess an applicant's knowledge and competence to practice as an LPP.
- (7) assuring that appropriate test accommodations are awarded as required under the Americans with Disabilities Act and that testing is conducted at a safe and suitable exam site.
  - a. this includes:
    - i. reviewing requests for test accommodations on the March and August LPP exams, investigating the applicants and their requests, and making a recommendation on whether to grant, modify, or deny an applicant's test accommodation request;
    - ii. emergency-preparedness; and
    - iii. test security issues.
- (8) to hear Bar Exam Applicants' grievances.
- (9) to research and recommend improvements in the process.

The committee chair shall also identify and train eventual successive chairperson(s).

Additionally, The Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

**CHARGE TO STANDING COMMITTEE**

**TO:** Lauren T. Schultz, Chair, New Lawyer Training Program Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

**PURPOSE OF COMMITTEE:**

The Utah State Bar Committee on New Lawyer Training shall consist of its chair(s) and any other bar members appointed by the Utah State Bar Commission. The Committee represents the bar membership by bringing together attorneys from large and small firms, government agencies, and members of court.

**SPECIFIC OBJECTIVES:**

The members are responsible for recruiting and approving mentors and reviewing, evaluating, and creating policies for the NLTP. The committee also assists in the development of valuable resources for mentors and new lawyers and builds relationships with firms, agencies, and other organizations for building an effective mentoring program. The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

## CHARGE TO STANDING COMMITTEE

**TO:** Preston Regehr, Co-chair- Innovation in Law Practice Committee  
Christine Hashimoto, Co-chair - Innovation in Law Practice Committee

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

### **PURPOSE OF COMMITTEE:**

To lead the Bar and Utah practitioners in using innovation and technology to serve clients more effectively and more efficiently. While all members of the Bar are important to the work of this Committee, the committee will place emphasis on the needs of solo and small firm practitioners, new lawyers and underserved client populations.

The Committee shall consist of its chairs, appointees from Solo, Small Firm and Rural Practice Section, the Young Lawyers Division, the Paralegal Division, the New Lawyers Training Program Committee, the IT Director of the Bar, and any at-large members, including non-lawyers such as IT professionals and firm administrators, appointed by the Utah State Bar Commission.

### **SPECIFIC OBJECTIVES:**

The committee will provide a forum for exchange and exploration of innovative approaches to providing and pricing legal services, not only through new technologies but also through fresh approaches to marketing and business structures.

The committee will provide continuing legal education on these subjects at regular intervals throughout the year but also at the major Bar conventions and meetings, presently to include the Bar's Summer and Spring Conventions and the Fall Forum.

The committee will seek out partnerships with law technology vendors and providers, both to enhance the content of the education and defray the costs and to stay abreast of market-driven innovation in the practice of law.

The committee also will coordinate its efforts and activities with other Bar sections and committees to the extent there are overlapping interests.

The committee will provide a regular and ongoing assessment of the Bar organization 's uses of innovation and technology in meeting its mission.

The committee chair(s) shall also identify and train eventual successive chairperson(s).

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.

### CHARGE TO STANDING COMMITTEE

**TO:** Jen Tomchak, Co-chair - Bar Leadership Academy  
Hon. Clem Landau, Co-chair – Bar Leadership Academy

**FROM:** Erik Christiansen, Utah State Bar President

**DATE:** September 2023

#### **PURPOSE OF COMMITTEE:**

To promote increased involvement and diversity in the Utah State Bar by recruiting, targeting, and training outstanding leaders to participate in Bar leadership, committees, and the community in general. The Academy will seek diversity in gender, race, and region within the state, recognizing that the Bar will better function to serve its members and communities when participation in Bar functions is more diverse in gender, race, and state region and by bringing in attorneys from underrepresented arenas to broaden and strengthen the Utah Bar and to increase involvement and interest from areas traditionally not actively involved in Bar service.

#### **SPECIFIC OBJECTIVES:**

Over each year, participants will meet monthly with Bar leaders and members of the legal community to learn more about the Bar and practice and cultivate leadership skills. At the end of each year, members will commit to serve the Bar as a volunteer in an active capacity for at least one on committee, project, program, meeting, service or activity, or in other areas where they will be needed. Further objectives are included in the Utah Bar Leadership Academy governance information.

Additionally, the Committee shall engage all persons fully, including persons of different ages, disabilities, economic status, ethnicities, genders, geographic regions, national origins, sexual orientations, practice settings and areas, and races and religions. Inclusion is critical to the success of the Bar, the legal profession, and the judicial system. Report annually to the Bar Commission on the Committee's diversity and inclusion successes.



**UTAH STATE BAR  
FORMAL RECORD OF ACTION**

The following is a formal record of action taken by the governing body of Utah State Bar (the "Employer").

With respect to the amendment and restatement of the Utah State Bar 401k Plan (the "Plan"), the following resolutions are hereby adopted:

**RESOLVED:** That the Plan be amended effective 07/31/2023, to update the Trustees, which Plan is hereby adopted and approved;

**RESOLVED FURTHER:** That the appropriate officers of the Employer be, and they hereby are, authorized and directed to execute the Plan on behalf of the Employer;

**RESOLVED FURTHER:** That Elizabeth Wright is hereby retained as a Trustee of the Plan and that Lauren Stout and Nancy Sylvester are hereby removed as Trustees of the Plan and that Nathan Severin and Maribeth LeHoux are hereby appointed as Trustees of the Plan; and

**RESOLVED FURTHER:** That the officers of the Employer be, and they hereby are, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports documents or other information as may be required under applicable law.

Dated this 7 day of August, 2023.

  
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# UTAH STATE BAR COMMISSION MEETING

## MINUTES

Friday, June 9, 2023

### VIA ZOOM

**In Attendance:** President Kristin “Katie” Woods, President-Elect Erik Christiansen, and Commissioners Tom Bayles, Traci Gunderson, Matt Hansen, Beth Kennedy, Chrystal Mancuso-Smith, Mark Morris, Andrew Morse, Shawn Newell, Cara Tangaro, and Tyler Young.

**Ex-Officio Members:** Past-President Heather Thuet, Nate Alder, Kim Cordova, Shalise McKinlay, Gabriela Mena, Brittany, J. Merrill, and Camila Moreno.

**Not in Attendance:** Commissioners J. Brett Chambers, Rick Hoffman, and Greg Hoole, and Ex-Officio members Anaya Gayle, Scotti Hill, Dean Elizabeth Kronk-Warner, Margaret Plane, and Dean Gordon Smith.

**Also in Attendance:** Executive Director Elizabeth A. Wright, General Counsel Nancy J. Sylvester, Utah Court Representative Nick Stiles, Well-Being Executive Director Martha Knudsen, Marty Moore, and members of the 2023 Leadership Academy.

#### 1. Action Item

##### 1.1 Approve 2023-24 Budget: Erik Christiansen

Lauren Stout, Bar Finance Director, presented on the FY2024 budget. She explained that while the budget shows a \$300,000 net loss, that is directly attributed to the well-being program. That means the budget will involve spending down some of the reserve. Ms. Stout then reviewed some key changes that were built into the budget, including licensing and admissions revenue increases. She also noted three positions that are being added: an assistant executive director, which was previously funded but has been unfunded for two years, a grant-funded position in access to justice, and the Innovation Office Director.

Ms. Stout then discussed cash reserves. She said the budget committee has made recommendations regarding the reserves. Operating reserves have been bumped from 3 months to 4 months (\$2 million to \$2.7 million). She said the accounting industry has begun to view 3 months of operating reserves as insufficient and some companies are now going as high as 6 months. She noted that this change will assist with cash management. Mr. Christiansen reported that the Supreme Court also encouraged the Bar to look at having a healthier operating reserve. Ms. Stout said the next two items recommended to be earmarked are an update to the member database and OPC’s database. And finally, the recommendations also include reserving cash for the Bar’s well-being program pursuant to its contracts.

Ms. Woods observed that there have been questions about the Bar’s reserves, and it is helpful to have things earmarked. Ms. Stout reported that non-profit organizations look each year at their cash reserves and what should be earmarked.

Mr. Christiansen noted that a future commission will need to look at the cost of the well-

being program and look to potentially reduce the benefit. He said it is an extremely popular program.

Motion: Mr. Morse moved to approve the budget and the cash reserve recommendations. Ms. Tangaro seconded the motion. The Commission unanimously approved the motion.

## **2. President's Report: Katie Woods.**

### **2.1 Report on Finance Meeting with Full Court & Jackrabbit Bar Conference**

Ms. Woods reported on a meeting with the Supreme Court regarding the Bar's finances. She said the Supreme Court requested a breakdown of how regulatory vs. non-regulatory functions are funded by license fees. She said the budget includes that breakdown and Ms. Stout explained in that meeting what happens with each dollar that comes into the Bar. Mr. Christiansen said the Court appreciated the Bar's explanation and is interested in having an annual report from the Bar on this.

Ms. Woods reported on the Jackrabbit Bar Conference, which was last weekend. She said the Jackrabbit Bar includes the western "cowboy" states. She said it is very helpful to talk through issues with other Bar presidents. Ms. Woods said Montana had a particularly active year in its legislature. For example, Montana's legislature made a declaration that *Marbury v. Madison* was no longer the law in that state. Ms. Wright echoed Ms. Woods' appreciation of the event. She observed that the idea of reciprocal admission came out of the Jackrabbit Bar.

### **2.2 Annual Meeting and Food Truck Social**

Ms. Woods reported that there will be no July meetings for the Commission and asked all to attend the annual meeting on June 29<sup>th</sup>.

### **2.3 50 Year Pin and Past President's Luncheon**

Ms. Woods invited the Commission to attend the 50 year and past president's luncheon following the meeting

### **2.4 Retreat Reminder: Erik Christiansen**

Mr. Christiansen reminded the Commission about the fall retreat at Alta September 22<sup>nd</sup> and 23<sup>rd</sup>. Chris Newbold from ALPS will be conducting a strategic planning session. Mr. Christensen said he also hoped to have a panel with lawyer legislators and would be working on having regular meetings with them.

## **3. Other Action Items**

### **3.1 Appoint Traci Gunderson to replace Beth Kennedy**

Ms. Woods proposed that Ms. Gunderson replace Ms. Kennedy on the Commission since Ms. Kennedy took a job with the Bar as the Ethics Counsel. Ms. Gunderson will fill the rest of Ms. Kennedy's term, which will end in 2025.

Ms. Tangaro moved to approve the proposal and Mr. Morse seconded. The motion passed unanimously.

## **3.2 Approve Annual Meeting Awards**

### **3.2.1 Judge of the Year**

Ms. Woods reported that Judge David Nuffer was the Awards Committee's pick for Judge of the Year. The Commission discussed the recommendation.

Ms. Tangaro moved to approve the recommendation. Ms. Gunderson seconded. The motion passed unanimously.

### **3.2.2 Section of the Year**

Ms. Woods reported that the Business Law Section was recommended for a second year as the section of the year.

Ms. Gunderson moved to approve the recommendation and Mr. Newell seconded. The motion passed unanimously.

### **3.2.3 Lawyer of the Year**

Ms. Woods reported that Darcy Goddard was the Awards Committee's pick for Lawyer of the Year. The Commission discussed the recommendation.

Mr. Morse moved and Ms. Gunderson seconded the committee's recommendation. The motion passed unanimously.

### **3.2.4 Special Service Award**

Ms. Woods reported that Nathaniel Sanders has been involved in a lot of international aid since the Ukraine war began. He was nominated by multiple attorneys for the Special Service Award. She said the Awards Committee recommended that he be given the award.

Ms. Tangaro moved to approve the recommendation and Ms. Mancuso-Smith seconded. The motion passed unanimously.

### **3.2.5 Committee of the Year**

Ms. Woods said the Awards Committee nominated the Ethics and Discipline Committee for Committee of the Year. The Commission discussed the recommendation.

Mr. Hansen moved to approve the recommendation and Ms. Kennedy seconded. The motion passed unanimously.

## **3.3 Bar Appointment to Elected Official and Judicial Compensation Commission**

Ms. Wright reported that Sam Alba recently stepped down and a new person would need to fill the role. The Commission requires political balance and so the appointment would need to be an unaffiliated or a democrat.

Ms. Tangaro moved to approve David Connors as the Bar's appointment and Mr. Morse

seconded. The motion passed unanimously.

### **3.4 Approve 2023-2024 Executive Committee**

Mr. Christiansen asked that the Commission approve the executive committee composition as Mr. Christiansen, Ms. Tangaro, Mr. Morris, Ms. Cordova, and Ms. Mancuso-Smith. Mr. Newell so moved and Ms. Gunderson seconded the motion. The motion carried unanimously.

### **3.5 Adopt a Resolution on Bank Signatures**

Mr. Christiansen requested that the Commission approve the executive committee as authorized signers on the Bar's bank account. Mr. Morse so moved and Mr. Young seconded the motion. The motion passed unanimously.

## **4. Information Items**

### **4.1 School Outreach Report: Beth Kennedy**

Ms. Kennedy reported that over 500 lawyers volunteered to do school outreach throughout the state. 126 lawyers did outreach in 71 classrooms this year.

### **4.2 State of the Bar Report: Katie Woods**

Ms. Woods provided a summary to the Commission of the work the Bar did over the year. She said this would be provided as her president's report to the Supreme Court.

### **4.3 Well-Being Update: Martha Knudson**

Ms. Knudson reported that the well-being program had been successful this year. She reported that Blomquist Hale had a 2% utilization rate but the utilization rate with Tava Health is at 6.2% so far (4 months). Unmind has a 6.9% utilization rate.

The top concerns coming in at Tava are anxiety, adjustment disorder, depression, relationship/interpersonal, and stress. 30 and 49 is the largest age group using Tava. Most usage is happening in Utah but it is also being used by Utah lawyers who live in other states.

Ms. Knudson also reported on the many presentations that have been given around the state as well as an ongoing study at the University of Utah on well-being. She also reported that feedback has been almost entirely positive and that Unmind has now added a search feature, which will help with usability.

### **4.4 Innovation Office Update: Elizabeth Wright**

Ms. Wright reported that the process of hiring the Innovation Office director is ongoing, with second round interviews happening next week. The hope is to have the Innovation Office in operation by July. She said the Bar attracted well-qualified candidates for the position.

### **4.5 Proposed Admission Rules Changes: Marty Moore**

Mr. Moore reported that a working group did an intensive study of the Bar exam over the

past 2 years. He reported that the working group is not confident that the uniform bar exam is the only way to test for competence. He said the multistate exam tests on multiple subjects that are not required for graduation at most law schools. The working group proposed an alternate path to licensure. Mr. Moore posited that students who take the courses required in the alternate path would be more competent than if they had just studied for the UBE. Mr. Moore also said the current recommendation is that students take several months off after graduation to study the exam, which is not possible for many low-income students, thus disproportionately affecting people of color. The proposal will include well-being training, experience hours, supervised practice, and an alternative path exam. The Commission discussed the proposal and offered feedback, particularly on diverse candidates and how to help them get supervised hours and experiential requirements.

#### **5. Executive Session**

The Commission held an executive session.

#### **6. Adjournment.**

The Commission adjourned to the 50-Year “Active” Practice Award & Past Presidents’ Luncheon at 12:20 p.m.

#### **7. Consent Agenda.**

The Commission approved by consent the following items:

- Minutes of the April 21, 2023 Commission Meeting;
- Fund for Client Protection Payments; and
- Eric Bunderson’s appointment to the Justice Court Reform Task Force.



Board of Bar Commissioners  
 Attention: Erik A. Christiansen, Bar President  
 Utah State Bar  
 645 South 200 East, Suite 310  
 Salt Lake City, Utah 84111-3834

Re: ***Fund for Client Protection  
 Meeting of June 2, 2023***

Dear President Christiansen:

The following is a report of the meeting of the Fund for Client Protection a/k/a Client Security Fund which was held June 2, 2023 at the Law and Justice Center. The members of the Committee who were present are Steve Farr Linda Mount, Kathy Jeffrey, Joanna Bell, Robert Harrison, David Leta, Brad Mumford, and Trevor Sanders. Also present were Sharadee Fleming, Office of Professional Conduct Assistant Disciplinary Counsel, and Staff Liaison Christine Critchley. The Committee considered various claims and provides the following summary and recommendations:

<b>A.</b>	<b>Claimant:</b>	<b>Alex Goulden</b>
	<b>Involved Attorney:</b>	<b>Matthew Nebeker</b>
	<b>Disciplinary Status:</b>	<b>Deceased</b>

**FACTS:** Mr. Nebeker was hired by Mr. Goulden to represent him on a DUI. He paid Mr. Nebeker the sum of \$2,800 for his services. He agreed that some services had been rendered by Mr. Nebeker prior to his death. He agreed that the services rendered were in the amount of \$500.

**RECOMMENDATION:** The committee recommended that Mr. Goulden be awarded the sum of \$2,300

<b>B.</b>	<b>Claimant:</b>	<b>Brent Hooley</b>
	<b>Involved Attorney:</b>	<b>Aaron Banks</b>
	<b>Disciplinary Status:</b>	<b>Delicensed as of 4/1/2022</b>

**FACTS:** Mr. Hooley retained Mr. Banks to represent him on a legal matter. He paid Mr. Banks the sum of \$3,000. The committee found that Mr. Banks rendered legal services in the value of \$1,000. Thereafter, Mr. Hooley was unable to contact Mr. Banks,

**RECOMMENDATION:** The committee recommended that Mr. Hooley be awarded the sum of \$2,000.

**C. Claimant: Grace Cagle/ Jeannette Gammon**  
**Involved Attorney: D. Brian Boggess**  
**Disciplinary Status: Resigned with discipline pending. Currently Delicensed as of 3/22/23**

**FACTS:** Ms. Cagle and Ms. Gammon hired Mr. Boggess to represent her in a legal matter. They paid to Mr. Boggess the sum of \$3,000. Mr. Boggess filed a lawsuit and rendered other legal services. Thereafter, he failed to communicate and perform any other services.

**RECOMMENDATION:** The committee recommended that Ms. Cagle and Ms. Gammon be awarded the sum of \$1,500.

**D. Claimant: Todd Steinicke**  
**Involved Attorney: Eric Singleton**  
**Disciplinary Status: Resigned with discipline pending. Currently Delicensed as of 11/2022.**

**FACTS:** Mr. Steinicke hired Mr. Singleton to handle an obligation owed to American Express. Mr. Steinicke paid \$21,088. Mr. Singleton performed no legal services whatsoever. The money was to be used to pay off the American Express obligation. The money was to be put into the IOLTA Trust Account of the attorney. Instead, Mr. Singleton used it for his own personal expenses.

**RECOMMENDATION:** The Committee recommends that Mr. Steinicke be awarded \$20,000 which is the maximum award.

**E. Claimant: Justine Miner**  
**Involved Attorney: Sonny Olsen**  
**Disciplinary Status: Delicensed as of 11/30/2022**

**FACTS:** Ms. Miner hired Mr. Olsen as her business manager to handle all of her business affairs as she is extremely wealthy. Mr. Olsen transferred large sums of claimants money, to himself.

**RECOMMENDATION:** The Committee recommends that Ms. Miner be awarded \$20,000 which is the maximum award.

**F. Claimant: Ashley Radel**  
**Involved Attorney: Russell Hartvigsen**  
**Disciplinary Status: Delicensed since 9/21/2022**

**FACTS:** Ms. Radel hired Mr. Hartvigsen to represent her on a domestic matter. He failed to perform any meaningful legal services.

**RECOMMENDATION:** The Committee recommends that Ms. Radel be awarded the sum of \$3,500.

**G. Claimant: John McKiernan**  
**Involved Attorney: Russell Hartvigsen**  
**Disciplinary Status: Delicensed since 9/21/2022**

**FACTS:** Mr. McKiernan paid to Mr. Hartvigsen the sum of \$2000. Mr. Hartvigsen performed no legal services on his behalf.

**RECOMMENDATION:** The Committee recommends that Mr. McKiernan be awarded the sum of \$2,000.

**H. Claimant: Vanessa Martinez/Javier Rodriguez**  
**Involved Attorney: Russell Hartvigsen**  
**Disciplinary Status: Delicensed since 9/21/2022**

**FACTS:** Ms. Martinez and Mr. Rodriguez paid Mr. Hartvigsen the sum of \$2,500. Mr. Hartvigsen performed no legal services. Claimants received \$1,000 back from the credit card company.

**RECOMMENDATION:** The Committee recommends that Ms. Martinez and Mr. Rodriguez be awarded the sum of \$1,000.

The Committee has made recommendations that \$52,300 be paid out as compensation for the above-referenced claims. With these payments, the Fund's balance would be approximately \$258,966.76. Please contact me with any comments or questions.

Sincerely,

UTAH STATE BAR FUND FOR CLIENT PROTECTION

*/s/ Steve Farr*

Acting Committee Chair

SWF/

cc: Committee Members in Attendance

# ATTACHMENTS

**UTAH STATE BAR**  
**Budget and Finance Committee**  
**Financial Results as of June 30, 2023**  
**and for the year then ended**

**FINANCIAL STATEMENT HIGHLIGHTS**

**Year-to-Date (YTD) Net Profit – Accrual Basis:**

	Actual	Budget	Fav(unfav) \$ Variance	Fav(unfav) % Variance
YTD revenue	7,331,124	6,996,114	335,010	5%
YTD expenses	7,418,987	6,990,103	(428,884)	-6%
<b>YTD net profit/(loss)</b>	<b>(87,863)</b>	<b>6,011</b>	<b>(93,874)</b>	<b>-1562%</b>

YTD net loss is (\$87,863) and is \$93,874 more than budgeted.

**YTD Net Profit –Cash Basis:** Adding back year-to-date depreciation expense of \$135,510 and deducting capital expenditures of \$249,162, the cash basis year-to-date net profit is approximately \$113,652 lower.

**Explanations for Departments with Net Profit Variances more than \$10k and 5% Over/Under Budget:**

**OPC:** The OPC budget is currently reporting a \$84,987 variance compared to the budget. Of the variance, approximately \$27,600 related to lower than budgeted seminar profits. OPC general & administrative (G&A) expenses and building overhead both are contributing to the higher than budgeted OPC net loss. Higher than budgeted G&A expenses relate to some IT contracts that increased in the current year more than budgeted, and higher than budgeted overhead is due to higher utility costs.

**CLE:** The CLE department is currently reporting \$22,899 net loss compared to the budgeted net loss of \$38,761, which is a \$15,862 favorable variance, and is due to all CLE revenues exceeding budgeted estimates. The reason for the favorable revenues is to do high demand for CLE, which was unknown during budgeting due to the lingering effects of the coronavirus pandemic.

**Summer Convention:** The Summer Convention held in July 2022 in San Diego, California was projected to break-even, thereby having attendance revenues and sponsorships revenues cover all expenses. The current financials for fiscal year 22/23 show that the San Diego Summer Convention is reporting a \$109,000 loss due mostly to the fact that registration revenue underreported by \$92,000 and expenses for the venue including food and rental accommodations overreported by more than \$23,000. The \$109,000 loss is offset by registrations for the upcoming Summer Convention, whose registrations would normally not be recognized in this fiscal year (since the Summer Convention normally takes place the first month of a new fiscal year). However, this year's new online format for the Summer Convention has five Friday CLE's scheduled in June 2023 and therefore the revenue will be recognized in this fiscal year and will offset the large loss from the San Diego Convention in July 2022. In June 2023, a total of \$18,230 in upcoming Summer Convention registrations were collected.

**Fall Forum:** The Fall Forum was hosted in-person in November 2022 and was budgeted to break-even. However, the event is reporting a \$33,000 loss due to registrations underreporting compared to the budget.

**UTAH STATE BAR**  
**Budget and Finance Committee**  
**Financial Results as of June 30, 2023**  
**and for the year then ended**

**Member Services:** Member Services are reporting \$130,166 larger net spending compared to the budget. Similar to the OPC analysis above, most of the variance in G&A expenses relate to IT expenses wherein contract prices increased. Also note the increase of \$16,000 related to salaries and wages due to extra time spent during the legislative session. Additionally, both the Unmind wellness app and the new mental health service, Tava have contributed to the large program services variance totaling \$114,000. The Unmind wellness app, that began in February and costs \$9,500 per month, was not included in the budget as it was negotiated mid-year, accounts for \$47,500 of the program services variance. Tava also contributes to the large variance, as the Bar is charged for sessions used by members who have received services through the program. The sessions charges and popularity of the program are more than anticipated and were not budgeted for because the contract was negotiated and started mid-year. Currently the sessions charges for the past three months have totaled more than \$108,000.

**Public Services:** Unbudgeted grant income from the Utah Bar Foundation of \$89,500 accounts for the favorable variance on Public Services revenue. The Bar Foundation grant was awarded to support the Access to Justice program for the execution of the debt collection study.

**Bar Operations:** Bar Operations net spending for the fiscal year is more than \$241,000 less than budgeted, which is due to the investment income reporting significantly more than budgeted, as investments performed better than the prior year.

**Facilities:** Bar meeting room facilities for the fiscal year are reporting less net spending than budgeted. After three years of slow rental income due to the pandemic, the Bar is starting to see more demand for rental meeting space, thus the improved actual net spending compared to the budget.

**ADDITIONAL COMMENTS**

**Board Designated Reserves:** In consultation with Bar management and the Budget & Finance Committee, the Commission informally targeted the following reserve amounts:

Operations Reserve (3 months' operations)	\$1,747,525
Capital Replacement Reserve (equipment)	200,000
Capital Replacement Reserve (building)	<u>600,000</u>
Total	\$2,547,525
Estimated cash reserve at June 30, 2023	<u>\$8,255,752</u>
Excess of current cash reserve over board-designated reserve	<u>\$5,708,227</u>

**Utah State Bar  
Income Statement  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
Licensing	4,769,088	4,805,875	4,922,403	(116,528)	98%	4,922,403	98%
Admissions	527,394	550,275	547,370	2,905	101%	547,370	101%
NLTP	52,885	55,989	64,642	(8,653)	87%	64,642	87%
OPC	44,829	31,399	61,613	(30,214)	51%	61,613	51%
CLE	555,781	763,328	480,715	282,613	159%	480,715	159%
Summer Convention	198,025	171,058	220,464	(49,406)	78%	220,464	78%
Fall Forum	87,905	47,275	84,660	(37,385)	56%	84,660	56%
Spring Convention	68,680	115,495	124,252	(8,757)	93%	124,252	93%
Member Services	310,716	300,836	310,750	(9,914)	97%	310,750	97%
Public Services	43,120	97,362	17,291	80,071	563%	17,291	563%
Bar Operations	7,727	245,813	27,960	217,853	879%	27,960	879%
Facilities	85,753	146,417	133,994	12,423	109%	133,994	109%
Total Revenue	6,751,904	7,331,124	6,996,114	335,010	105%	6,996,114	105%
<b>Expenses</b>							
Licensing	143,683	195,664	187,839	(7,825)	104%	187,839	104%
Admissions	429,780	503,197	494,361	(8,836)	102%	494,361	102%
NLTP	63,407	60,495	69,146	8,651	87%	69,146	87%
OPC	1,475,438	1,589,267	1,534,494	(54,773)	104%	1,534,494	104%
CLE	574,337	786,227	519,476	(266,751)	151%	519,476	151%
Summer Convention	189,368	270,256	220,464	(49,792)	123%	220,464	123%
Fall Forum	31,068	80,587	84,660	4,073	95%	84,660	95%
Spring Convention	29,185	108,496	124,252	15,756	87%	124,252	87%
Member Services	655,940	820,022	699,770	(120,252)	117%	699,770	117%
Public Services	562,799	651,918	626,761	(25,157)	104%	626,761	104%
Bar Operations	2,043,308	1,974,336	1,998,080	23,744	99%	1,998,080	99%
Facilities	361,448	378,522	430,800	52,278	88%	430,800	88%
Total Expenses	6,559,761	\$ 7,418,987	6,990,103	(428,884)	106%	6,990,103	106%
<b>Other</b>							
<b>Net Profit (Loss)</b>	<b>\$ 192,143</b>	<b>(87,863.28)</b>	<b>\$ 6,011</b>	<b>\$ (93,874)</b>	<b>-1462%</b>	<b>\$ 6,011</b>	<b>-1462%</b>
Depreciation	146,174	135,510	145,522	10,012	93%	145,522	
Cash increase (decrease) from operations	338,317	47,646	151,533	(103,887)	31%	151,533	
Changes in operating assets/liabilities	(2,283,442)	(3,028,580)	(3,028,580)	-	100%	20,000	
Capital expenditures	(80,967)	(249,162)	(100,000)	(149,162)	249%	(157,000)	
<b>Net change in cash</b>	<b>\$ (2,026,091)</b>	<b>\$ (3,230,096)</b>	<b>\$ (2,977,047)</b>	<b>\$ (253,049)</b>	<b>108%</b>	<b>\$ 14,533</b>	<b>-22226%</b>

**Utah State Bar  
Licensing  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4010 · Section/Local Bar Support fees	18,048	17,200	18,352	(1,152)	94%	18,352	94%
4004 · Admissions - Laptop Fees	455	230	464	(234)	50%	464	50%
4006 · Transfer App Fees	-	-	-	-	0%	-	0%
4011 · Admissions LPP	2,250	2,200	1,433	767	154%	1,433	154%
4021 · Lic Fees > 3 Years	3,833,555	3,871,325	3,932,691	(61,366)	98%	3,932,691	98%
4020 · NLTP Fees	-	300	-	300	0%	-	0%
4022 · Lic Fees < 3 Years	207,115	206,155	231,657	(25,502)	89%	231,657	89%
4023 · Lic Fees - House Counsel	52,165	55,930	56,901	(971)	98%	56,901	98%
4025 · Pro Hac Vice Fees	213,875	213,275	227,384	(14,109)	94%	227,384	94%
4024 · Lic Fees LPP	4,850	4,250	3,672	578	116%	3,672	116%
4026 · Lic Fees - Inactive/FS	118,115	119,845	120,987	(1,142)	99%	120,987	99%
4027 · Lic Fees - Inactive/NS	223,080	224,020	227,348	(3,328)	99%	227,348	99%
4029 · Prior Year Lic Fees	-	-	-	-	0%	-	0%
4030 · Certs of Good Standing	19,040	19,920	23,440	(3,520)	85%	23,440	85%
4061 · Advertising Revenue	-	140	122	18	115%	122	115%
4081 · CLE - Registrations	-	200	-	200	0%	-	0%
4095 · Miscellaneous Income	90	185	102	83	182%	102	182%
4096 · Late Fees	76,450	70,700	77,850	(7,150)	91%	77,850	91%
<b>Total Revenue</b>	<b>4,769,088</b>	<b>4,805,875</b>	<b>4,922,403</b>	<b>(116,528)</b>	<b>98%</b>	<b>4,922,403</b>	<b>98%</b>
<b>Expenses</b>							
Program Services	26,588	29,389	28,055	(1,334)	105%	28,055	-
Salaries & Benefits	138,132	117,830	111,445	(6,385)	106%	111,445	106%
General & Administrative	(31,605)	36,432	38,141	1,709	96%	38,141	96%
Building Overhead	10,568	12,013	10,198	(1,815)	118%	10,198	118%
<b>Total Expenses</b>	<b>143,683</b>	<b>195,664</b>	<b>187,839</b>	<b>(7,825)</b>	<b>104%</b>	<b>187,839</b>	<b>104%</b>
<b>Net Profit (Loss)</b>	<b>\$ 4,625,405</b>	<b>\$ 4,610,211</b>	<b>\$ 4,734,564</b>	<b>\$ (124,353)</b>	<b>97%</b>	<b>\$ 4,734,564</b>	<b>97%</b>

Note: Includes LPP staff time and exam expense

**Utah State Bar  
Admissions  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4001 · Admissions - Student Exam Fees	142,175	142,400	146,421	(4,021)	97%	146,421	97%
4002 · Admissions - Attorney Exam Fees	67,025	58,925	68,697	(9,772)	86%	68,697	86%
4003 · Admissions - Retake Fees	32,200	27,175	38,199	(11,024)	71%	38,199	71%
4004 · Admissions - Laptop Fees	79,400	65,300	82,824	(17,524)	79%	82,824	79%
4005 · Admissions - Application Forms	1,150	6,000	(867)	6,867	-692%	(867)	-
4006 · Transfer App Fees	64,650	52,250	65,994	(13,744)	79%	65,994	79%
4008 · Attorney - Motion	85,850	145,775	87,465	58,310	167%	87,465	167%
4009 · House Counsel	23,800	29,750	28,560	1,190	104%	28,560	104%
4011 · Admissions LPP	-	-	306	(306)	0%	306	0%
4095 · Miscellaneous Income	5,885	5,840	5,171	669	113%	5,171	113%
4096 · Late Fees	25,400	17,100	24,600	(7,500)	70%	24,600	70%
4200 · Seminar Profit/Loss	(141)	(240)	-	(240)		-	
<b>Total Revenue</b>	<b>527,394</b>	<b>550,275</b>	<b>547,370</b>	<b>2,905</b>	<b>101%</b>	<b>547,370</b>	<b>96%</b>
<b>Expenses</b>							
Program Services	93,377	137,981	107,572	(30,409)	128%	107,572	128%
Salaries & Benefits	245,888	259,573	298,236	38,663	87%	298,236	87%
General & Administrative	71,720	84,342	70,462	(13,880)	120%	70,462	120%
Building Overhead	18,795	21,300	18,091	(3,209)	118%	18,091	118%
<b>Total Expenses</b>	<b>429,780</b>	<b>503,197</b>	<b>494,361</b>	<b>(8,836)</b>	<b>102%</b>	<b>494,361</b>	<b>102%</b>
<b>Net Profit (Loss)</b>	<b>\$ 97,614</b>	<b>\$ 47,078</b>	<b>\$ 53,009</b>	<b>\$ (5,931)</b>	<b>-11%</b>	<b>\$ 53,009</b>	<b>89%</b>

**Utah State Bar  
NLTP  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4020 · NLTP Fees	53,850	52,650	65,535	(12,885)	80%	65,535	80%
4081 · CLE - Registrations	-	-	-	-		-	#DIV/0!
4200 · Seminar Profit/Loss	(1,361)	3,339	(893)	4,232	-374%	(893)	-
Total Revenue	52,885	55,989	64,642	(8,653)	87%	64,642	87%
<b>Expenses</b>							
Program Services	-	-	6,750	6,750	0%	6,750	0%
Salaries & Benefits	39,493	38,254	36,980	(1,274)	103%	36,980	103%
General & Administrative	19,907	17,701	21,560	3,859	82%	21,560	82%
Building Overhead	4,006	4,540	3,856	(684)	118%	3,856	118%
Total Expenses	63,407	60,495	69,146	8,651	87%	69,146	87%
<b>Net Profit (Loss)</b>	<b>\$ (10,522)</b>	<b>\$ (4,506)</b>	<b>\$ (4,504)</b>	<b>\$ (2)</b>	<b>100%</b>	<b>\$ (4,504)</b>	<b>100%</b>

**Utah State Bar  
OPC  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4095 · Miscellaneous Income	5,001	1,400	4,000	(2,600)	35%	4,000	35%
4200 · Seminar Profit/Loss	39,828	29,999	57,613	(27,614)	52%	57,613	52%
Total Revenue	44,829	31,399	61,613	(30,214)	51%	61,613	51%
<b>Expenses</b>							
Program Services	5,314	12,027	12,271	244	98%	12,271	98%
Salaries & Benefits	1,275,287	1,346,427	1,337,742	(8,685)	101%	1,337,742	101%
General & Administrative	125,170	151,856	117,414	(34,442)	129%	117,414	129%
Building Overhead	69,667	78,956	67,067	(11,889)	118%	67,067	118%
Total Expenses	1,475,438	1,589,267	1,534,494	(54,773)	104%	1,534,494	104%
<b>Net Profit (Loss)</b>	<b>\$ (1,430,609)</b>	<b>\$ (1,557,868)</b>	<b>\$ (1,472,881)</b>	<b>\$ (84,987)</b>	<b>106%</b>	<b>\$ (1,472,881)</b>	<b>106%</b>

**Utah State Bar**  
**CLE**  
**June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4052 · Meeting - Sponsor Revenue	11,675	35,700	15,000	20,700	238%	15,000	238%
4053 · Meeting - Vendor Revenue	500	-	-	-	-	-	-
4054 · Meeting - Material Sales	-	-	-	-	-	-	-
4081 · CLE - Registrations	274,008	454,234	315,000	139,234	144%	315,000	144%
4082 · CLE - Video Library Sales	205,831	144,469	146,835	(2,366)	98%	146,835	98%
4084 · Business Law Book Sales	-	-	-	-	-	-	-
4093 · Law Day Revenue	(48)	1,500	2,500	(1,000)	60%	2,500	-
4095 · Miscellaneous Income	-	100	-	100	-	-	-
4200 · Seminar Profit/Loss	63,815	127,611	1,380	126,231	9247%	1,380	9247%
<b>Total Revenue</b>	<b>555,781</b>	<b>763,328</b>	<b>480,715</b>	<b>282,613</b>	<b>159%</b>	<b>480,715</b>	<b>159%</b>
<b>Expenses</b>							
Program Services	335,408	558,579	219,317	(339,262)	255%	219,317	255%
Salaries & Benefits	174,588	153,339	242,485	89,146	63%	242,485	63%
General & Administrative	49,550	59,862	42,364	(17,498)	141%	42,364	141%
Building Overhead	14,791	14,447	15,310	863	94%	15,310	94%
<b>Total Expenses</b>	<b>574,337</b>	<b>786,227</b>	<b>519,476</b>	<b>(266,751)</b>	<b>151%</b>	<b>519,476</b>	<b>151%</b>
<b>Net Profit (Loss)</b>	<b>\$ (18,556)</b>	<b>\$ (22,899)</b>	<b>\$ (38,761)</b>	<b>\$ 15,862</b>	<b>59%</b>	<b>\$ (38,761)</b>	<b>59%</b>

**Utah State Bar  
Summer Convention  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4051 · Meeting - Registration	142,748	124,858	168,064	(43,206)	74%	168,064	74%
4052 · Meeting - Sponsor Revenue	14,750	33,700	30,000	3,700	112%	30,000	112%
4053 · Meeting - Vendor Revenue	14,100	11,300	20,600	(9,300)	55%	20,600	55%
4055 · Meeting - Sp Ev Registration	13,235	1,200	1,800	(600)	67%	1,800	67%
4095 · Miscellaneous Income	13,192	-	-	-	-	-	-
Total Revenue	198,025	171,058	220,464	(49,406)	78%	220,464	78%
<b>Expenses</b>							
Program Services	167,769	256,658	179,276	(77,382)	143%	179,276	143%
Salaries & Benefits	16,486	2,247	25,030	22,783	9%	25,030	9%
General & Administrative	5,112	11,351	16,158	4,807	70%	16,158	70%
Building Overhead	-	-	-	-	-	-	-
Total Expenses	189,368	270,256	220,464	(49,792)	123%	220,464	123%
<b>Net Profit (Loss)</b>	<b>\$ 8,657</b>	<b>\$ (99,198)</b>	<b>\$ 0</b>	<b>\$ (99,198)</b>	<b>-59518542%</b>	<b>\$ 0</b>	<b>-59518542%</b>

**Utah State Bar  
Fall Forum  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4051 · Meeting - Registration	86,005	42,875	76,260	(33,385)	56%	76,260	56%
4052 · Meeting - Sponsor Revenue	900	1,000	-	1,000		-	-
4053 · Meeting - Vendor Revenue	1,000	3,400	8,400	(5,000)	40%	8,400	40%
4055 · Meeting - Sp Ev Registration	-	-	-	-		-	-
Total Revenue	87,905	47,275	84,660	(37,385)	56%	84,660	56%
<b>Expenses</b>							
Program Services	21,269	72,460	69,543	(2,917)	104%	69,543	104%
Salaries & Benefits	3,413	2,060	3,583	1,523	57%	3,583	57%
General & Administrative	6,386	6,067	11,534	5,467	53%	11,534	53%
Building Overhead	-	-	-	-		-	-
Total Expenses	31,068	80,587	84,660	4,073	95%	84,660	95%
<b>Net Profit (Loss)</b>	<b>\$ 56,837</b>	<b>\$ (33,312)</b>	<b>\$ -</b>	<b>\$ (33,312)</b>		<b>\$ -</b>	<b>#DIV/0!</b>

**Utah State Bar  
Spring Convention  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4051 · Meeting - Registration	63,930	88,195	97,895	(9,700)	90%	97,895	90%
4052 · Meeting - Sponsor Revenue	-	18,250	13,500	4,750	135%	13,500	135%
4053 · Meeting - Vendor Revenue	4,750	7,550	10,950	(3,400)	69%	10,950	69%
4055 · Meeting - Sp Ev Registration	-	1,500	1,907	(407)	79%	1,907	79%
Total Revenue	68,680	115,495	124,252	(8,757)	93%	124,252	93%
<b>Expenses</b>							
Program Services	20,409	98,326	93,276	(5,050)	105%	93,276	105%
Salaries & Benefits	2,654	4,362	17,070	12,708	26%	17,070	26%
General & Administrative	6,121	5,808	13,906	8,098	42%	13,906	42%
Building Overhead	-	-	-	-	-	-	-
Total Expenses	29,185	108,496	124,252	15,756	87%	124,252	87%
<b>Net Profit (Loss)</b>	<b>\$ 39,495</b>	<b>\$ 6,999</b>	<b>\$ -</b>	<b>\$ 6,999</b>		<b>\$ -</b>	<b>#DIV/0!</b>

**Utah State Bar  
Member Services  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4010 · Section/Local Bar Support fees	84,399	85,974	86,087	(113)	100%	86,087	100%
4051 · Meeting - Registration	-	(375)	-	(375)		-	
4052 · Meeting - Sponsor Revenue	-	-	-	-		-	
4061 · Advertising Revenue	214,672	203,884	211,916	(8,032)	96%	211,916	96%
4062 · Subscriptions	60	30	30	-	100%	30	100%
4071 · Mem Benefits - Lexis	1,303	1,380	1,279	101	108%	1,279	-
4072 · Royalty Inc - Bar J, MBNA, LM,M	9,822	9,602	11,438	(1,836)	84%	11,438	84%
4081 · CLE - Registrations	450	370	-	370		-	-
4093 · Law Day Revenue	-	-	-	-		-	-
4095 · Miscellaneous Income	117	-	-	-		-	-
4200 · Seminar Profit/Loss	(107)	(29)	-	(29)		-	-
Total Revenue	310,716	300,836	310,750	(9,914)	97%	310,750	97%
<b>Expenses</b>							
Program Services	280,398	421,215	306,471	(114,744)	137%	306,471	137%
Salaries & Benefits	157,256	189,502	173,775	(15,727)	109%	173,775	109%
General & Administrative	200,674	192,559	201,043	8,484	96%	201,043	96%
Building Overhead	17,612	16,746	18,481	1,735	91%	18,481	91%
Total Expenses	655,940	820,022	699,770	(120,252)	117%	699,770	117%
<b>Net Profit (Loss)</b>	<b>\$ (345,224)</b>	<b>(519,186)</b>	<b>\$ (389,020)</b>	<b>\$ (130,166)</b>	<b>133%</b>	<b>\$ (389,020)</b>	<b>133%</b>

**Utah State Bar  
Public Services  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4063 · Modest Means revenue	11,425	9,050	10,000	(950)	91%	10,000	91%
4093 · Law Day Revenue	-	-	-	-		-	#DIV/0!
4095 · Miscellaneous Income	30	30	20	10	150%	20	150%
4120 · Grant Income	27,178	89,500	-	89,500		-	#DIV/0!
4200 · Seminar Profit/Loss	4,487	(1,218)	7,271	(8,489)	-17%	7,271	-
Total Revenue	43,120	97,362	17,291	80,071	563%	17,291	563%
<b>Expenses</b>							
Program Services	136,955	176,653	155,087	(21,566)	114%	155,087	114%
Salaries & Benefits	353,524	386,082	401,716	15,634	96%	401,716	96%
General & Administrative	59,561	74,723	57,675	(17,048)	130%	57,675	130%
Building Overhead	12,759	14,460	12,283	(2,177)	118%	12,283	118%
Total Expenses	562,799	651,918	626,761	(25,157)	104%	626,761	104%
<b>Net Profit (Loss)</b>	<b>\$ (519,679)</b>	<b>\$ (554,555)</b>	<b>\$ (609,470)</b>	<b>\$ 54,915</b>	<b>91%</b>	<b>\$ (609,470)</b>	<b>91%</b>

**Utah State Bar  
Bar Operations  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4031 · Enhanced Web Revenue	-	-	-	-	-	-	-
4051 · Meeting - Registration	-	(425)	-	(425)	-	-	-
4052 · Meeting - Sponsor Revenue	-	-	-	-	-	-	-
4053 · Meeting - Vendor Revenue	-	-	-	-	-	-	-
4060 · E-Filing Revenue	5,741	14,992	16,741	(1,749)	90%	16,741	90%
4103 · In - Kind Revenue - UDR	-	-	-	-	-	-	-
4095 · Miscellaneous Income	1,257	2,780	918	1,862	303%	918	303%
4200 · Seminar Profit/Loss	-	-	-	-	-	-	-
Investment Income	729	228,466	10,301	218,165	2218%	10,301	2218%
Total Revenue	7,727	245,813	27,960	217,853	879%	27,960	28%
<b>Expenses</b>							
Program Services	501,347	257,865	201,456	(56,409)	128%	201,456	128%
Salaries & Benefits	1,198,417	1,341,325	1,462,204	120,879	92%	1,462,204	92%
General & Administrative	286,927	311,736	282,481	(29,255)	110%	282,481	110%
In Kind	1,704	1,508	1,836	328	82%	1,836	82%
Building Overhead	54,913	61,901	50,103	(11,798)	124%	50,103	124%
Total Expenses	2,043,308	1,974,336	1,998,080	23,744	99%	1,998,080	99%
<b>Net Profit (Loss)</b>	<b>\$ (2,035,581)</b>	<b>(1,728,523)</b>	<b>\$ (1,970,120)</b>	<b>\$ 241,597</b>	<b>88%</b>	<b>\$ (1,970,120)</b>	<b>88%</b>

**Utah State Bar  
Facilities  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4039 · Room Rental-All parties	38,809	56,078	51,387	4,691	109%	51,387	109%
4042 · Food & Beverage Rev-All Parties	27,554	67,071	62,654	4,417	107%	62,654	107%
4043 · Setup & A/V charges-All parties	945	4,236	701	3,535	604%	701	604%
4090 · Tenant Rent	18,446	19,032	19,252	(220)	99%	19,252	99%
4095 · Miscellaneous Income	-	-	-	-	-	-	-
4103 · In - Kind Revenue - UDR	-	-	-	-	-	-	-
Total Revenue	85,753	146,417	133,994	12,423	109%	133,994	109%
<b>Expenses</b>							
Program Services	28,362	67,268	60,507	(6,761)	111%	60,507	111%
Salaries & Benefits	150,828	162,983	179,278	16,295	91%	179,278	91%
General & Administrative	2,079	(22,350)	833	23,183	-2683%	833	-2683%
In Kind	16,587	18,327	12,927	(5,400)	142%	12,927	142%
Building Overhead	163,592	152,295	177,255	24,960	86%	177,255	86%
Total Expenses	361,448	378,522	430,800	52,278	88%	430,800	88%
<b>Net Profit (Loss)</b>	<b>\$ (275,695)</b>	<b>\$ (232,104)</b>	<b>\$ (296,806)</b>	<b>\$ 64,702</b>	<b>78%</b>	<b>\$ (296,806)</b>	<b>78%</b>

**Utah State Bar  
Income Statement - Consolidated By Account  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
<b>Revenue</b>							
4001 - Admissions - Student Exam Fees	142,175	142,400	146,421	(4,021)	97%	146,421	97%
4002 - Admissions - Attorney Exam Fees	67,025	58,925	68,697	(9,772)	86%	68,697	86%
4003 - Admissions - Retake Fees	32,200	27,175	38,199	(11,024)	71%	38,199	71%
4004 - Admissions - Laptop Fees	79,855	65,530	83,288	(17,758)	79%	83,288	79%
4005 - Admissions - Application Forms	1,150	6,000	(867)	6,867	-692%	(867)	-692%
4006 - Transfer App Fees	64,650	52,250	65,994	(13,744)	79%	65,994	79%
4008 - Attorney - Motion	85,850	145,775	87,465	58,310	167%	87,465	167%
4009 - House Counsel	23,800	29,750	28,560	1,190	104%	28,560	104%
4010 - Section/Local Bar Support fees	102,447	103,174	104,439	(1,265)	99%	104,439	99%
4011 - Admissions LPP	2,250	2,200	1,739	461	127%	1,739	127%
4012 - Admissions Military Spouse	-	-	-	-	-	-	0%
4020 - NLTP Fees	53,850	52,950	65,535	(12,585)	81%	65,535	81%
4021 - Lic Fees > 3 Years	3,833,555	3,871,325	3,932,691	(61,366)	98%	3,932,691	98%
4022 - Lic Fees < 3 Years	207,115	206,155	231,657	(25,502)	89%	231,657	89%
4023 - Lic Fees - House Counsel	52,165	55,930	56,901	(971)	98%	56,901	98%
4024 - Lic Fees LPP	4,850	4,250	3,672	578	116%	3,672	116%
4025 - Pro Hac Vice Fees	213,875	213,275	227,384	(14,109)	94%	227,384	94%
4026 - Lic Fees - Inactive/FS	118,115	119,845	120,987	(1,142)	99%	120,987	99%
4027 - Lic Fees - Inactive/NS	223,080	224,020	227,348	(3,328)	99%	227,348	99%
4029 - Prior Year Lic Fees	-	-	-	-	-	-	0%
4030 - Certs of Good Standing	19,040	19,920	23,440	(3,520)	85%	23,440	85%
4039 - Room Rental-All parties	38,809	56,078	51,387	4,691	109%	51,387	109%
4042 - Food & Beverage Rev-All Parties	27,554	67,071	62,654	4,417	107%	62,654	107%
4043 - Setup & A/V charges-All parties	945	4,236	701	3,535	604%	701	604%
4051 - Meeting - Registration	292,683	254,844	342,219	(87,376)	74%	342,219	74%
4052 - Meeting - Sponsor Revenue	27,325	88,650	58,500	30,150	152%	58,500	152%
4053 - Meeting - Vendor Revenue	20,350	22,250	39,950	(17,700)	56%	39,950	56%
4054 - Meeting - Material Sales	-	-	-	-	-	-	0%
4055 - Meeting - Sp Ev Registration	13,235	2,700	3,707	(1,007)	73%	3,707	73%
4060 - E-Filing Revenue	5,741	14,992	16,741	(1,749)	90%	16,741	90%
4061 - Advertising Revenue	214,672	204,024	212,038	(8,014)	96%	212,038	96%
4062 - Subscriptions	60	30	30	-	100%	30	100%
4063 - Modest Means revenue	11,425	9,050	10,000	(950)	91%	10,000	91%
4071 - Mem Benefits - Lexis	1,303	1,380	1,279	101	108%	1,279	108%
4072 - Royalty Inc - Bar J, MBNA, LM,M	9,822	9,602	11,438	(1,836)	84%	11,438	84%
4081 - CLE - Registrations	274,458	454,804	315,000	139,804	144%	315,000	144%
4082 - CLE - Video Library Sales	205,831	144,469	146,835	(2,366)	98%	146,835	98%
4090 - Tenant Rent	18,446	19,032	19,252	(220)	99%	19,252	99%
4093 - Law Day Revenue	(48)	1,500	2,500	(1,000)	60%	2,500	60%
4095 - Miscellaneous Income	25,967	10,335	10,211	124	101%	10,211	101%
4096 - Late Fees	101,850	87,800	102,450	(14,650)	86%	102,450	86%
4200 - Seminar Profit/Loss	106,521	159,462	65,371	94,091	244%	65,371	244%
Investment income	729	228,466	10,301	218,165	2218%	10,301	2218%
<b>Total Revenue</b>	<b>6,724,726</b>	<b>7,241,624</b>	<b>6,996,114</b>	<b>245,510</b>	<b>104%</b>	<b>6,996,114</b>	<b>104%</b>
<b>Program Service Expenses</b>							
5001 - Meeting Facility-external only	53,442	127,949	45,840	(82,109)	279%	45,840	279%
5002 - Meeting facility-internal only	19,091	24,064	26,020	1,956	92%	26,020	92%
5013 - ExamSoft	32,816	17,623	33,764	16,141	52%	33,764	52%
5014 - Questions	62,502	73,983	73,183	(800)	101%	73,183	101%
5015 - Investigations	1,650	929	1,600	671	58%	1,600	58%
5016 - Credit Checks	2,597	2,464	2,364	(100)	104%	2,364	104%
5017 - Medical Exam	480	640	800	160	80%	800	80%
5020 - Exam Scoring	-	-	-	-	0%	-	0%
5025 - Temp Labor/Proctors	340	3,522	90	(3,432)	3913%	90	3913%
5030 - Speaker Fees & Expenses	29,359	70,194	12,887	(57,307)	545%	12,887	545%
5031 - Speaker Reimb. - Receipt Req'd	-	1,367	13,170	11,803	10%	13,170	10%
5035 - Awards	14,084	13,588	3,770	(9,818)	360%	3,770	360%
5037 - Grants/ contributions - general	368,200	41,500	18,500	(23,000)	224%	18,500	224%
5040 - Witness & Hearing Expense	410	2,178	389	(1,789)	560%	389	560%
5041 - Process Serving	706	645	607	(38)	106%	607	106%
5046 - Court Reporting	1,455	30	15	(15)	200%	15	200%
5047 - Casemaker	55,693	50,876	49,999	(877)	102%	49,999	102%
5055 - Legislative Expense	60,000	63,134	60,000	(3,134)	105%	60,000	105%
5060 - Program Special Activities	5,481	1,207	-	(1,207)	0%	-	0%

**Utah State Bar  
Income Statement - Consolidated By Account  
June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
5061 · LRE - Bar Support	64,182	60,000	64,182	4,182	93%	64,182	93%
5062 · Law Day	11,866	14,206	9,400	(4,806)	151%	9,400	151%
5063 · Special Event Expense	34,072	65,455	21,223	(44,232)	308%	21,223	308%
5064 · MCLE Fees Paid	62,283	58,595	52,681	(5,914)	111%	52,681	111%
5070 · Equipment Rental	7,258	13,313	40,119	26,806	33%	40,119	33%
5075 · Food & Bev-external costs only	237,560	552,096	307,857	(244,239)	179%	307,857	179%
5076 · Food & beverage - internal only	18,068	38,764	32,964	(5,800)	118%	32,964	118%
5079 · Soft Drinks	4,294	6,038	5,680	(358)	106%	5,680	106%
5085 · Misc. Program Expense	5,707	5,426	2,890	(2,536)	188%	2,890	188%
5090 · Commission Expense	37,028	39,800	37,456	(2,344)	106%	37,456	106%
5095 · Wills for Heroes	1,432	1,352	1,250	(102)	108%	1,250	108%
5096 · UDR Support	-	-	-	-	0%	-	0%
5099 · Blomquist Hale	89,644	180,306	90,000	(90,306)	200%	90,000	200%
5702 · Travel - Lodging	30,649	55,727	51,020	(4,707)	109%	51,020	109%
5703 · Travel - Transportation/Parking	13,314	36,956	14,162	(22,794)	261%	14,162	261%
5704 · Travel - Mileage Reimbursement	5,132	12,970	8,886	(4,084)	146%	8,886	146%
5705 · Travel - Per Diems	3,797	6,551	4,327	(2,224)	151%	4,327	151%
5706 · Travel - Meals	-	-	1,250	1,250	0%	1,250	0%
5707 · Travel - Commission Mtgs	38,940	71,432	52,500	(18,932)	136%	52,500	136%
5805 · ABA Annual Meeting	300	5,582	4,173	(1,409)	134%	4,173	134%
5810 · ABA Mid Year Meeting	2,871	4,780	8,005	3,225	60%	8,005	60%
5815 · Commission/Education	12,210	7,700	19,500	11,800	39%	19,500	39%
5820 · ABA Annual Delegate	1,234	7,019	6,600	(419)	106%	6,600	106%
5830 · Western States Bar Conference	20,465	17,154	8,959	(8,195)	191%	8,959	191%
5840 · President's Expense	18,000	18,000	20,000	2,000	90%	20,000	90%
5841 · President's Reimbursement	-	-	-	-	0%	-	0%
5845 · Reg Reform Task Force	-	-	-	-	0%	-	0%
5850 · Leadership Academy	8,056	12,440	10,200	(2,240)	122%	10,200	122%
5855 · Bar Review	8,934	53	-	(53)	0%	-	0%
5865 · Retreat	21,944	32,051	33,300	1,249	96%	33,300	96%
5866 · Wellbeing Committee	63,295	149,094	76,311	(72,783)	195%	76,311	195%
5867 · Bar Membership Survey	7,750	7,750	-	(7,750)	0%	-	0%
5868 · UCLl Support	-	2,000	-	(2,000)	0%	-	0%
5960 · Overhead Allocation - Seminars	-	(0)	17,115	17,115	0%	17,115	0%
5970 · Event Revenue Sharing - 3rd Pty	78,605	83,770	62,273	(21,497)	135%	62,273	135%
<b>Total Program Service Expenses</b>	<b>1,617,196</b>	<b>2,088,421</b>	<b>1,437,281</b>	<b>(651,140)</b>	<b>145%</b>	<b>1,437,281</b>	<b>145%</b>
<b>Salaries &amp; Benefit Expenses</b>							
5510 · Salaries/Wages	2,938,721	3,146,405	3,326,637	180,232	95%	3,326,637	95%
5605 · Payroll Taxes	237,630	245,619	272,485	26,866	90%	272,485	90%
5610 · Health Insurance	271,801	278,661	305,955	27,294	91%	305,955	91%
5620 · Health Ins/Medical Reimb	5,650	8,580	6,728	(1,852)	128%	6,728	128%
5630 · Dental Insurance	16,105	15,998	18,527	2,529	86%	18,527	86%
5640 · Life & LTD Insurance	19,253	19,656	23,819	4,163	83%	23,819	83%
5645 · Workman's Comp Insurance	2,102	1,680	2,961	1,281	57%	2,961	57%
5650 · Retirement Plan Contributions	248,227	266,035	311,428	45,393	85%	311,428	85%
5655 · Retirement Plan Fees & Costs	9,213	13,153	14,000	847	94%	14,000	94%
5660 · Training/Development	7,263	8,198	7,004	(1,194)	117%	7,004	117%
<b>Total Salaries &amp; Benefit Expenses</b>	<b>3,755,967</b>	<b>4,003,985</b>	<b>4,289,544</b>	<b>285,559</b>	<b>93%</b>	<b>4,289,544</b>	<b>93%</b>
<b>General &amp; Administrative Expenses</b>							
7025 · Office Supplies	21,050	16,017	18,127	2,110	88%	18,127	88%
7015 · Office Equip Repairs	-	-	-	-	0%	-	0%
7033 · Operating Meeting Supplies	2,306	3,480	8,700	5,220	40%	8,700	40%
7035 · Postage/Mailing, net	56,317	34,690	49,646	14,956	70%	49,646	70%
7040 · Copy/Printing Expense	125,255	139,112	152,187	13,075	91%	152,187	91%
7041 · Copy/Print revenue	(15,754)	(16,455)	(18,595)	(2,140)	88%	(18,595)	88%
7045 · Internet Service	19,147	21,721	17,961	(3,760)	121%	17,961	121%
7050 · Computer Maintenance	97,921	221,787	143,658	(78,129)	154%	143,658	154%
7055 · Computer Supplies & Small Equip	29,008	19,747	20,989	1,242	94%	20,989	94%
7089 · Membership Database Fees	58,183	74,408	84,285	9,877	88%	84,285	88%
7095 · Fax Equip & Supplies	(140)	-	(140)	(140)	0%	(140)	0%
7100 · Telephone	56,619	62,963	63,519	556	99%	63,519	99%
7105 · Advertising	34,991	22,884	45,444	22,560	50%	45,444	50%
7106 · Public Notification	-	-	-	-	0%	-	0%
7107 · Production Costs	27,306	4,981	7,500	2,519	66%	7,500	66%

**Utah State Bar**  
**Income Statement - Consolidated By Account**  
**June 30, 2023**

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
7110 · Publications/Subscriptions	28,454	25,170	26,874	1,704	94%	26,874	94%
7115 · Public Relations	-	-	-	-	-	-	0%
7120 · Membership/Dues	18,354	15,428	17,117	1,689	90%	17,117	90%
7135 · Bank Service Charges	666	551	800	249	69%	800	69%
7136 · ILM Service Charges	20,946	19,990	20,541	551	97%	20,541	97%
7138 · Bad debt expense	-	-	-	-	-	-	0%
7140 · Credit Card Merchant Fees	64,549	73,070	122,848	49,778	59%	122,848	59%
7141 · Credit Card surcharge	(72,009)	(20,286)	(66,551)	(46,265)	30%	(66,551)	30%
7145 · Commission Election Expense	3,013	3,050	3,013	(37)	101%	3,013	101%
7150 · E&O/Off & Dir Insurance	59,129	70,388	56,894	(13,494)	124%	56,894	124%
7160 · Audit Expense	38,143	41,031	38,143	(2,888)	108%	38,143	108%
7170 · Lobbying Rebates	335	65	214	149	30%	214	30%
7175 · O/S Consultants	77,325	25,472.98	9,461	(16,012)	269%	9,461	269%
7176 · Bar Litigation	22,599	34,798	10,000	(24,798)	348%	10,000	348%
7177 · UPL	5,618	10,434	20,000	9,566	52%	20,000	52%
7178 · Offsite Storage/Backup	-	-	-	-	-	-	0%
7179 · Payroll Adm Fees	2,957	3,617	2,973	(644)	122%	2,973	122%
7180 · Administrative Fee Expense	1,751	1,766	1,580	(186)	112%	1,580	112%
7190 · Lease Interest Expense	-	3,205	364	(2,841)	880%	364	880%
7191 · Lease Sales Tax Expense	-	-	-	-	-	-	0%
7195 · Other Gen & Adm Expense	17,563	17,000	16,019	(981)	106%	16,019	106%
<b>Total General &amp; Administrative Expenses</b>	<b>801,603</b>	<b>930,087</b>	<b>873,571</b>	<b>(56,516)</b>	<b>106%</b>	<b>873,571</b>	<b>106%</b>
<b>In Kind Expenses</b>							
7103 · InKind Contrib-UDR & all other	18,291	19,835	14,763	(5,072)	134%	14,763	134%
<b>Total In Kind Expenses</b>	<b>18,291</b>	<b>19,835</b>	<b>14,763</b>	<b>(5,072)</b>	<b>134%</b>	<b>14,763</b>	<b>134%</b>
<b>Building Overhead Expenses</b>							
6015 · Janitorial Expense	28,383	30,794	26,681	(4,113)	115%	26,681	115%
6020 · Heat	22,427	30,003	22,269	(7,734)	135%	22,269	135%
6025 · Electricity	43,035	44,563	43,987	(575)	101%	43,987	101%
6030 · Water/Sewer	5,768	7,943	6,142	(1,801)	129%	6,142	129%
6035 · Outside Maintenance	20,740	31,579	17,290	(14,289)	183%	17,290	183%
6040 · Building Repairs	18,651	14,727	25,872	11,145	57%	25,872	57%
6045 · Bldg Mtnce Contracts	27,400	28,634	28,065	(569)	102%	28,065	102%
6050 · Bldg Mtnce Supplies	-	-	-	-	-	-	0%
6055 · Real Property Taxes	32,744	28,688	35,074	6,386	82%	35,074	82%
6060 · Personal Property Taxes	384	1,136	387	(749)	294%	387	294%
6065 · Bldg Insurance/Fees	21,000	23,083	21,355	(1,728)	108%	21,355	108%
6070 · Building & Improvements Depre	84,222	86,796	80,543	(6,253)	108%	80,543	108%
6075 · Furniture & Fixtures Depre	3,065	8,855	4,198	(4,657)	211%	4,198	211%
7065 · Computers, Equip & Sftwre Depr	58,887	39,859	60,781	20,922	66%	60,781	66%
<b>Total Building Overhead Expenses</b>	<b>366,704</b>	<b>376,659</b>	<b>372,644</b>	<b>(4,015)</b>	<b>101%</b>	<b>372,644</b>	<b>101%</b>
<b>Total Expenses</b>	<b>6,559,761</b>	<b>7,418,987</b>	<b>6,987,803</b>	<b>(431,184)</b>	<b>106%</b>	<b>6,987,803</b>	<b>106%</b>
<b>Other</b>							
4300 · Gain (Loss) - Disposal Of Assets	-	-	-	-	-	-	0%
4120 · Grant Income	27,178	89,500	-	(89,500)	-	-	0%
	27,178	89,500	-	(89,500)	0%	-	0%
<b>Net Profit (Loss)</b>	<b>\$ 192,143</b>	<b>\$ (87,863)</b>	<b>\$ 8,311</b>	<b>\$ (96,174)</b>	<b>-1057%</b>	<b>\$ 8,311</b>	<b>-1057%</b>

## Utah State Bar Balance Sheets

	6/30/2023	6/30/2022
<b>ASSETS</b>		
Current Assets		
Petty Cash	\$ 492	\$ 625
Cash in Bank	1,615,867	1,278,654
Invested Funds	7,846,747	7,371,903
Total Cash/Investments	9,463,106	8,651,182
Accounts Receivable	37,162	97,588
Prepaid Expenses	305,351	241,574
A/R - Sections	80,113	48,211
Total Other Current Assets	422,626	387,373
Total Current Assets	9,885,732	9,038,555
Fixed Assets		
Property & Equipment	5,275,093	5,073,034
Accumulated Depreciation	(4,394,032)	(4,328,468)
Land	633,142	633,142
Total Fixed Assets	1,514,202	1,377,707
<b>TOTAL ASSETS</b>	<b>\$ 11,399,934</b>	<b>\$ 10,416,263</b>
 <b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
AP Trade	\$ 249,825	\$ 203,619
Other Accounts Payable	177,962	141,552
Accrued Payables	524,267	454,417
Cap Lease Oblig - ST	1,271	4,112
A/P - Sections	306,425	210,495
Deferred Revenue	3,616,695	2,684,077
Total Current Liabilities	4,876,444	3,698,272
Long Term Liabilities		
Capital Lease Oblig	9,257	(4,255)
Total Long Term Liabilities	9,257	(4,255)
Total Liabilities	4,885,701	3,694,016
Equity		
Unrestricted Net Assets (R/E)	6,602,096	6,528,232
Fund Balance - Current Year	(87,863)	194,014
Total Equity	6,514,233	6,722,247
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 11,399,934</b>	<b>\$ 10,416,263</b>

Balance Sheet Classification

Base Currency: USD As of 08/01/2023

ILM-UT ST BAR (3176)

Dated: 08/02/2023

CE	Identifier	Description	Current Units	Rating	Coupon	Effective Maturity	Book Yield	Yield	Base Book Value	Base Net Total Unrealized Gain/Loss	Market Price	Base Accrued Balance	Base Market Value + Accrued
	38141W273	GOLDMAN:FS GOVT INST	2,045,187.87	AAA	5.220	08/01/2023	5.220	5.220	2,045,187.87	0.00	1.0000	292.48	2,045,480.35
	38141W273	GOLDMAN:FS GOVT INST	2,045,187.87	AAA	5.220	08/01/2023	5.220	5.220	2,045,187.87	0.00	1.0000	292.48	2,045,480.35
ST	Identifier	Description	Current Units	Rating	Coupon	Effective Maturity	Book Yield	Yield	Base Book Value	Base Net Total Unrealized Gain/Loss	Market Price	Base Accrued Balance	Base Market Value + Accrued
	74368CBA1	PROTECTIVE LIFE GLOBAL FUNDING	350,000.00	AA-	0.473	01/12/2024	5.998	6.224	341,680.48	-441.33	97.4969	91.97	341,331.12
	3130AM5J7	FEDERAL HOME LOAN BANKS	500,000.00	AAA	0.375	04/29/2024	5.500	5.485	481,672.39	-87.39	96.3210	484.38	482,089.38
	795451AU7	Sellie Mae Bank	250,000.00	BBB+	0.350	09/22/2023	0.400	0.399	249,982.53	0.00	99.9930	318.84	250,301.37
	87165EUF2	Synchrony Bank	250,000.00	BBB	0.400	09/18/2023	0.450	0.449	249,983.86	0.00	99.9935	383.33	250,367.19
	90348JT34	UBS Bank USA	250,000.00	A+	0.350	09/22/2023	0.400	0.399	249,982.53	0.00	99.9930	26.37	250,008.90
	38149MZx4	Goldman Sachs Bank USA	250,000.00	A+	0.350	09/22/2023	0.400	0.399	249,982.53	0.00	99.9930	318.84	250,301.37
	05580AD92	BMW Bank of North America	250,000.00	AA-	0.350	09/25/2023	0.400	0.399	249,981.46	0.00	99.9926	314.04	250,295.50
	538038SD7	Live Oak Banking Company	250,000.00	NA	0.250	10/02/2023	0.300	0.299	249,979.05	0.00	99.9916	1.71	249,980.76
	89114X2E2	TORONTO-DOMINION BANK	250,000.00	A+	5.150	09/24/2024	4.232	6.262	251,817.53	-4,012.28	99.1221	2,431.94	250,237.19
	78014RGL8	ROYAL BANK OF CANADA	250,000.00	A+	4.000	11/30/2023	4.004	5.641	250,000.00	-1,338.00	99.4648	1,722.22	250,384.22
	3133ENY87	FEDERAL FARM CREDIT BANKS FUNDING CORP	500,000.00	AAA	5.050	11/09/2023	5.050	5.578	500,000.00	-794.00	99.8412	5,821.53	505,027.53
	91279E2N2	UNITED STATES TREASURY	500,000.00	A-1+	0.000	12/28/2023	5.436	5.435	489,259.72	-113.06	97.8293	0.00	489,146.66
	3130AUV35	FEDERAL HOME LOAN BANKS	500,000.00	AAA	5.165	03/08/2024	5.531	5.595	496,950.78	-195.28	99.7511	12,338.61	511,094.11
	3130AQW90	FEDERAL HOME LOAN BANKS	500,000.00	AAA	2.500	02/23/2024	5.472	5.398	491,928.80	158.70	98.4175	5,520.83	497,608.33
	3135GAJPT	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,000,000.00	AAA	5.500	07/24/2024	5.500	5.683	1,000,000.00	-1,740.00	99.8260	1,222.22	999,482.22
	---	---	5,850,000.00	AA	---	01/31/2024	4.051	4.296	5,805,201.67	-8,542.63	---	30,986.84	5,827,655.87

LT	Identifier	Description	Current Units	Rating	Coupon	Effective Maturity	Book Yield	Yield	Base Book Value	Base Net Total Unrealized Gain/Loss	Market Price	Base Accrued Balance	Base Market Value + Accrued
	525ESC1Y5	LEHMAN ESCROW	300,000.00	NA	0.000	01/01/2049	---	2,619.016	0.00	450.00	0.1500	0.00	450.00
	525ESC1Y5	LEHMAN ESCROW	300,000.00	NA	0.000	01/01/2049	---	2,619.016	0.00	450.00	0.1500	0.00	450.00

Summary	Identifier	Description	Current Units	Rating	Coupon	Effective Maturity	Book Yield	Yield	Base Book Value	Base Net Total Unrealized Gain/Loss	Market Price	Base Accrued Balance	Base Market Value + Accrued
	---	---	8,195,187.87	AA+	---	12/15/2023	4.355	4.686	7,850,389.54	-8,092.63	---	31,289.31	7,873,666.22

\* Grouped by: BS Class 2. \* Groups Sorted by: BS Class 2. \* Weighted by: Base Market Value + Accrued, except Book Yield by Base Book Value + Accrued. \* Holdings Displayed by: Lot





July 5, 2023

Ms. Elizabeth Wright  
Executive Director  
Utah State Bar  
645 South 200 East  
Salt Lake City, UT 84111

Dear Ms. Wright:

Thank you again for the Utah State Bar's generous donation that provided Utah Dispute Resolution the opportunity to work with a consultant to stabilize the organization and help set me up for success to lead the organization. UDR's contract with the consultant is coming to an end, and I wanted to update you on our achievements since our last report.

I have continued the regular weekly sessions with Kai, supplemented by text, email, and additional as-needed meetings. Some highlights of our work over the past couple of months include:

#### **Financial:**

- The consultant provided the Board and me with several options to further strengthen financial separation of duties with such a small staff.

#### **Fundraising / Revenue**

- We worked together on three additional funding requests to foundations since our last report to you.
- The consultant researched and compiled a list of 16 foundations with giving priorities that appear to align with UDR's mission to approach for potential funding over the coming year.
- The consultant and I roughed out an approach to broaden support from individual donors in conjunction with Giving Tuesday in November.

#### **Staffing**

- The consultant and I created a redline of proposed changes to UDR's Employee Handbook for the Board to review, adapt, and approve.

- We uploaded required employer posters to FileVine and Slack so that remote workers have access to those.
- The consultant coached me through process and considerations of interviewing for my first hire.
- The consultant developed checklists to facilitate the onboarding and offboarding of employees to ensure UDR collects and maintains needed information.

### **Governance Updates**

- We initiated conversations with the Board about nominating new Board members and the skill sets would be beneficial to UDR. After interviews with the Board Chair and me, we are nominating Michael Thornock to the Board. We still have 1-2 slots we would like to fill.
- The consultant compiled a list of potential amendments to UDR's Bylaws for the Board's consideration.
- The consultant advised to strengthen our Conflict of Interest policy by requesting an annual disclosure of potential conflicts.
- Kai and I met with Steve Kelson, our new Board Chair, to discuss potential ad hoc Board Committees to review and finalize key UDR policies (many touched on above).

Thank you! Thank you! Thank you! I am so grateful for your and the Utah State Bar's support to ensure UDR's future success.

Sincerely,



Karrie Ketchum  
Executive Director