

VISION OF THE UTAH STATE BAR

A just legal system that is understood, valued, and accessible to all.

MISSION OF THE UTAH STATE BAR

Lawyers serving the public and legal profession with excellence,
civility, and integrity.

UTAH STATE BAR STATEMENT ON DIVERSITY AND INCLUSION

The Bar values engaging 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.

The Bar shall strive to:

- 1. Increase members' awareness of implicit and explicit biases and their impact on people, the workplace, and the profession;*
- 2. Make Bar services and activities open, available, and accessible to all members;*
- 3. Support the efforts of all members in reaching their highest professional potential;*
- 4. Reach out to all members to welcome them to Bar activities, committees, and sections; and*
- 5. Promote a culture that values all members of the legal profession and the judicial system.*

Utah State Bar Commission Policies and Procedures

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(g) Diversity Requirements.

Providers of continuing education programs sponsored or co-sponsored by the Bar are asked to ensure that program presenters reasonably reflect the diversity of firms, geography and gender within the Bar membership. CLE program proposals may not inappropriately promote individual law firms. If the CLE Administrator is of the opinion that a program violates this prohibition, the matter shall be referred to the Executive Director for decision and any appropriate recommendation to the program provider.

BAR AWARDS

<u>AWARD</u>	<u>DUE</u>	<u>CHOSEN</u>	<u>PRESENTED</u>
1. Dorathy Merrill Brothers Award Advancement of Women in the Law	Mid-January	January	Spring Convention
2. Ray Uno Award Advancement of Minorities in the Law	Mid-January	January	Spring Convention
3. Judge of the Year	Mid-April	June	Annual Convention
4. Distinguished Lawyer of the Year	Mid-April	June	Annual Convention
5. Distinguished Section of the Year	Mid-April	June	Annual Convention
6. Distinguished Committee of the Year	Mid-April	June	Annual Convention
7. Outstanding Pro Bono Service (Selected by the Pro Bono Commission)	Mid-March	September	Fall Forum
8. Distinguished Community Member	Mid-September	September	Fall Forum
9. Pro Bono Lawyer of the Year	Mid-September	September	Fall Forum
10. Professionalism Award	Mid-September	September	Fall Forum
11. Outstanding Mentor Award	Mid-September	September	Fall Forum
12. Heart and Hands Award	Mid-September	November	Utah Philanthropy Day
13. Distinguished Service Award			As Needed
14. Special Service Award			As Needed

(Distinguished Young Lawyer of the Year)
Law Day

(ABOTA)
Fall Forum

Points From Charlotte Miller's Bar Commission Leadership Workshop (August 23, 2014)

1. Remember why you joined the Commission – what are your goals?
2. Remember your goals are probably the same and/or similar to your colleagues on the Commission, even if you think you come from a different perspective than everybody else.
3. Being on the Commission is a privilege not a chore. Develop a mindset of “I *get* to do X” instead of “I *have* to do X.”
4. Attend all Commissions meetings; study the materials beforehand. Focus 100% of your attention while there. Do not text, or do other work during Commission meetings. Be engaged. Listen carefully. Offer thoughtful comments that are in the best interest of the Bar. Follow through. Make a difference.
5. Your time on the Commission is short, especially ex-officio members. Make the most of it.
6. Remember your role: Bar staff can handle the day –to-day operations of the Bar. Your job is big picture and oversight.
7. Charlotte encouraged the Commissioners to think about what consensus means to each of them and how they should not try to undermine a decision after it is made.
8. If you do not like someone you have to work with, use strategies to get to know the person that will enable you to better work with the person or even begin to like her or him. Charlotte gave an example of making a point to speak every day with a co-worker she thought was difficult.
9. Encourage and mentor others along in Bar leadership. Remember your Bar story, which probably included an invitation from a Bar leader to help.
10. Talk often about the Bar's Vision and Mission statement, to focus your work in a way that is consistent with those statements.
11. Charlotte conducted exercises that encouraged Commissioners to think about the decision making process. Groups were given scenarios with different difficult decisions to make and asked to reach decisions while considering the following factors:
 - a. What facts do they need? Data is very important to good decision making
 - b. What should the process be?
 - c. What unwritten Bar traditions impact the final decision?
 - d. How does the culture of the Bar impact the decision?
 - e. What items in Bar governance materials are relevant to the process?

Two most important responsibilities of a Bar Commissioner

Represent the interests of the attorneys we represent; voice for division

Bar activities and initiatives be consistent with the Bar's purpose and mission.

Help fulfill vision by devoting time and intellect

Contribute ideas and work

Serve lawyers of Utah

Help accomplish goals of the commission

Represent my division and my liaison groups

Make the Bar meaningful to lawyers

Speak honestly

Contribute with ideas and feedback

Fiduciary

Forward thinking visionary

Communicate with Bar members

Have programs that assist all attorneys and advance the profession

Protect core functions

Promote access to justice and diversity

Know concerns of membership

Speak for membership

Take action on members' needs

Be conservative with bar dues

Attend the meetings

Use sound judgment

Serve community

Represent the unrepresented

Access to Justice

Work together to assist sections of the Bar

Support Rule of Law and integrity of legal system

Listen and participate

Utah State Bar Commission

Friday, April 14, 2017
Utah Law & Justice Center

Agenda

1. 9:00 a.m. President's Report: Rob Rice

- | | | |
|-----------------|-----|--|
| <i>10 Mins.</i> | 1.1 | Presentation of Raymond Uno Award to Judge Vernice Trease |
| <i>10 Mins.</i> | 1.2 | Admissions Committee Report on Rule Changes: Steve Waterman |

2. 9:30 a.m. Action Items

- | | | |
|-----------------|-----|---|
| <i>15 Mins.</i> | 2.1 | Nominate 5 th District Judicial Nominating Commissioners (Tab 1, Page 8) |
| <i>15 Mins.</i> | 2.2 | Resolution in Support of LSC Funding (Tab 2, Page 24) |
| <i>60 Mins.</i> | 2.3 | <i>WIPFLi</i> Reports and Recommendations (Distributed) |

3. 11:00 a.m. Discussion Item

- | | | |
|----------|-----|---|
| 60 Mins. | 3.1 | 2017-2018 Proposed Budget: John Lund & Kellie Bartz (Tab 3, Page 26) |
|----------|-----|---|

12:00 n. Adjourn to Luncheon with Past Presidents and 50-year Active Membership Honorees

Consent Agenda (Tab 4, Page 80)

1. Approve Minutes of March 9, 2017 Commission Meeting

Attachments (Tab 5, Page 84)

1. February 2017 Financial Statements

(OVER)

Calendar

April 17	Election-Online Balloting Ends		
April 25-27	ABA Day in Washington		Washington, D.C.
May 5	Executive Committee	12:00 Noon	Utah State Bar
May 11	Admission Ceremony	12:00 Noon	State Capitol
May 12	Commission Meeting	9:00 a.m.	Logan, Utah
July 18	Executive Committee	12:00 Noon	Utah State Bar
July 26	Commission Meeting	1:00 p.m.	Sun Valley, Idaho
July 26-29	Summer Convention		Sun Valley, Idaho

TAB
1

**UTAH BAR COMMISSION MEETING
AGENDA ITEM**

Title: Fifth Judicial Court Nominating Commission Nominees
Submitted by: John Baldwin
Meeting Date: April 14, 2017

ITEM/ISSUE:

To select four nominees for the Fifth Judicial Court Nominating Commission.

SUMMARY:

The Utah State Bar is seeking applications from lawyers to serve on the Fifth District Trial Court Judicial Nominating Commission. The Commission nominates judges to fill vacancies on the district court and the juvenile courts within the Fifth Judicial District. The Governor will appoint two lawyers from a list of four nominees provided by the Bar. Commissioners must be citizens of the United States and residents of the Fifth Judicial District (Beaver, Iron, and Washington Counties). Commissioners are appointed for one term of four years and may not serve successive terms. No more than four of the seven members of the nominating commission may be of the same political party.

- | | |
|----------------------|------------|
| 1. Michael Edwards | Republican |
| 2. Lewis Reece | Republican |
| 3. Heath Snow | Republican |
| 4. J. David Westwood | Republican |
| | |
| 1. Ryan Stout | Democrat |

INFO ONLY:

DISCUSSION:

ACTION NEEDED: X

RECOMMENDATIONS:

Christy Abad

From: Michael Edwards <medwards@ironcounty.net>
Sent: Thursday, April 06, 2017 5:03 PM
To: Christy Abad
Subject: Judicial Nominating Commission
Attachments: Resume for Judicial Commission.docx

Ms. Adab,

I would like to be considered to fill a position for the Fifth District Trial Court Judicial Nominating Commission. Please find the attached resume, listing my political affiliation.

G. Michael Edwards
Deputy Iron County Attorney
82 N. 100 E. Suite 201
PO Box 428
Cedar City, UT 84721

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G. MICHAEL EDWARDS

123 South 200 East
Parowan, Utah 84761
Phone: (435) 590-6695
gme.edwards@gmail.com

Registered Republican

LEGAL EDUCATION

Willamette University College of Law, Salem, OR

Juris Doctor, May 2007

Honors and Activities:

Moot Court Board

First Year Appellate Competition - Winner

Don Turner Criminal Trial Competition – Quarter Finalist

National Appellate Competition – Semi Finalist

UNDERGRADUATE EDUCATION

Southern Utah University, Cedar City, UT

Bachelor of Science, May 2004: Political Science Major, History Minor

Honors and Activities:

Deans List: Fall 2000, Spring 2003

Political Science Honors Society

Center for Politics and Public Service

Associate Justice, Judicial Council

WORK EXPERIENCE

Deputy County Attorney, Iron County, Cedar City, UT October 2007 – Present

Advise all Iron County departments regarding liability, risk management, and legal compliance.

Represent Iron County in District Court, Labor Commission, Career Service Counsel, State Records Committee, and Tax Commission proceedings. Counsel for the Iron County Commission and Planning Commission. Prosecute criminal offenses.

Law Clerk Burns Law Office, P.C. Cedar City, UT June 2007 – October 2007

Assisted solo practitioner in general practice. Prepared complaints, answers, motions and orders in the following types of cases: protective orders, divorce, probate, expungement of criminal record, property partition and property disputes. Assisted attorney preparing for employment law, real estate transactions, and general criminal defense matters.

Court Certified Law Clerk Marion County District Attorney Salem, OR June 2005 – May 2007

Represented the State of Oregon in criminal cases. Managed caseload, responsible for charging decisions, plea negotiations, filing and responding to motions, court appearances for hearings and trials.

Christy Abad

From: Lewis Reece <LReece@snowjensen.com>
Sent: Thursday, April 06, 2017 3:10 PM
To: Christy Abad
Subject: Fifth District Court Nominating Commission
Attachments: CV--Lewis Sept 2013.docx

Christy, please see my resume attached.

Thank you for your consideration.

Lewis P. Reece
Snow Jensen & Reece
912 W. 1600 S. Suite 200
St. George, UT 84770
435-628-3688
lreece@snowjensen.com

[Click here](#) to send me files.

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CURRICULUM VITAE

Lewis P. Reece, Esq.
Snow Jensen & Reece, PC
912 W. 1600 S. Suite B-200
St. George, UT 84780
(435) 628-3688
lreece@snowjensen.com

EDUCATION & PROFESSIONAL ASSOCIATIONS

- Brigham Young University, BA, 1987, Major: English, Minor: Chemistry.
- J. Reuben Clark Law School, Juris Doctorate, 1990.
- Member BYU Moot Court. First Place winner Samuel Polsky Moot Court Competition, Philadelphia, Pennsylvania, 1990.
- Utah State Bar, 1990.
- U.S. District Court, District of Utah, 1990.
- Member, Southern Utah Bar Association.
- Litigation section, Utah State Bar.
- Scott M. Matheson, Sr., American Inn of Court, Counselor, 2008-2011.

EXPERIENCE

- Shareholder, Snow, Jensen & Reece, P.C., member Board of Directors since 1998.
- Extensive trial and motion practice—27 years.
- Extensive mediation and dispute resolution—27 years.
- Areas of Emphasis: Commercial Litigation; Real Estate Development and Litigation; Construction Litigation, Lien Foreclosures and Bond Claims; Estate, Probate and Trust disputes; and Family Law.

CASES ON APPEAL

- Labrum v. Utah State Board of Pardons, 870 P.2d 902 (Utah 1993).
- Hall v. NACM Intermountain, Inc., 1999 UT 97, 988 P.2d 942.
- Hunsaker v. Kersh, 1999 UT 106, 991 P.2d 67.
- Jones v. ERA Brokers Consolidated, 2000 UT 61, 6 P.3d 1129.
- Cooke v. Cooke, 2001 UT App. 110, 22 P.3d 1249.
- Board of Trustees of Washington County Water Conservancy District v. Keystone Conversions, 2004 UT 84, 103 P.3d 686.
- Jennings Investment, LC v. Dixie Riding Club, Inc., 2009 UT App 119, 208 P.3d 1077.

- Anderson v. Olsen, 2007 WL 772766 (Utah App.).
- Van Den Eikhof v. Vista School, 2012 UT App. 125, 278 P.3d 622.
- Lucas v. Wells Fargo Bank, NA, 2013 UT App. 117, 302 P.3d 1240.

SEMINAR PRESENTATIONS

- Non Compete Agreements, National Association of Executive Recruiters, 2002.
- Easements in Utah, Utah Council of Land Surveyors, 1998.

EXPERT TESTIMONY

- Ralston v. Harris & Harris Lawyers, LLC, et al., filed 2009.

PRO BONO

- Judge Pro Tem 1998-2000.
- Pro Bono Award Southern Utah Legal Clinic.

REPUBLICAN

Christy Abad

From: Heath Snow <heath@binghamsnow.com>
Sent: Monday, March 20, 2017 3:45 PM
To: Christy Abad
Subject: Application for 5th District Trial Court Judicial Nominating Committee
Attachments: resume 032017.pdf

Christy:

Please accept this email and the attached resume as my application to become a member of the 5th District Trial Court Judicial Nominating Committee. Let me know if you need any additional information. Please note at the bottom of the resume I have indicated that I am a member of the US Republican Party.



Heath H. Snow, Esq
BINGHAM SNOW & CALDWELL
253 West St. George Blvd, Suite 100
Saint George, Utah 84770
(435) 656-1900 phone
(435) 656-1963 fax
www.binghamsnow.com

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Please consider the environment before printing this e-mail.

From: UtahBarSpecialProjects [mailto:UtahBarSpecialProjects@utahbar.org]
Sent: Monday, March 20, 2017 3:13 PM
To: USBListserv <listserv@utahbar.org>
Subject: Lawyers Needed for 5th Judicial District Commission

The Utah State Bar is seeking applications from lawyers to serve on the Fifth District Trial Court Judicial Nominating Commission. The Commission nominates judges to fill vacancies on the district court and the juvenile courts within the Fifth Judicial District. The Governor will appoint two lawyers from a list of four nominees provided by the Bar. Commissioners must be citizens of the United States and residents of the Fifth Judicial District (Beaver, Iron, and Washington Counties). Commissioners are appointed for one term of four years and may not serve successive terms.

No more than four of the seven members of the nominating commission may be of the same political party so **your resume must identify your political party or if you are politically independent.**

Submit resumes to Christy Abad at christy.abad@utahbar.org via e-mail by 5:00 pm, Thursday, April 6th.

HEATH H. SNOW, ESQ.

253 West St. George Boulevard, Suite 100, St. George, Utah 84770
(435) 656-1900 Phone - (435) 656-1963 Fax
heath@binghamsnow.com

WORK EXPERIENCE:

<i>Managing Partner</i>	BINGHAM SNOW & CALDWELL, L.L.P. St. George, Utah & Mesquite, Nevada	July 2005-Present
	Civil Practice (both transactional and litigation) specializing in: <ul style="list-style-type: none">-Banking-Real Estate-Real Estate Development/Construction-Business-Insurance Defense, and-Municipal Law	
<i>Junior Partner</i>	BARNEY MCKENNA & OLMSTEAD, P.C. St. George, Utah & Mesquite, Nevada	Mar. 2003-July 2005
<i>Senior Associate</i>	DURHAM JONES & PINEGAR (SG Office Formerly Snow Nuffer) St. George/Salt Lake City, Utah & Las Vegas, Nevada	April 1999-Mar.2003
<i>Law Clerk</i>	STOCKWELL BRINGUS, L.P. Lawrence, Kansas	Mar. 1997-June 1998

EDUCATION:

<i>Juris Doctorate Degree</i>	UNIVERSITY OF KANSAS, SCHOOL OF LAW Lawrence, Kansas	Aug. 1996-April 1999
	<ul style="list-style-type: none">-Member, Law School National Moot Court Team, 1998-99-Region 9 Moot Court Finalist - Kansas City, Missouri, 1998-National Moot Court Quarterfinalist – New York City, New York, 1999-Lewis F. Powell Excellence in Advocacy Award, Am. College of Trial Lawyers, 1998-Top 1/3rd Class Rank	
<i>Bachelor's Degree</i>	BRIGHAM YOUNG UNIVERSITY Provo, Utah	June 1993-Aug. 1996
	<ul style="list-style-type: none">-History Major,-Business Minor,-Dean's List	

MEMBERSHIPS:

Utah State Bar Association	Oct. 1999-Present
Southern Utah Bar Association	Oct. 1999-Present
Utah Municipal Attorney's Association	Jan. 2001-Present
American Bar Association	Oct. 1999-Present
Nevada Bar Association	Sept.2003-Present
Utah State Courts Mediator Panel	July 2005-Present
Southern Utah Homebuilders Association	July 2007-2010

POSITIONS:

<i>Chair</i>	So. Utah Community Legal Center Advisory Board	July 2012-16
<i>Certified Mediator</i>	Utah State Court System	July 2006-Present
<i>Director</i>	J. Rueben Clark Law Society (<i>So. Ut. Chptr</i>)	July 2004- July 2006
<i>President</i>	Southern Utah Bar Association	2003 & 2011
<i>Director</i>	Southern Utah Bar Association	2001-03, 2008-12
<i>Assistant City Attorney</i>	Washington City, Utah	Oct. 1999-Mar. 2003
<i>Town Attorney</i>	Leeds Town, Utah	April 2002-2014
<i>City Attorney</i>	Enterprise City, Utah	Jan. 2006-Present
<i>City Attorney</i>	Toquerville City, Utah	July 2006-Present
<i>Town Attorney</i>	Virgin Town, Utah	Aug. 2007-Present
<i>District Attorney</i>	Glen Canyon Special Service District	July 2010-2014
<i>District Attorney/Manager</i>	Pole Canyon Basic Local District	December 2014-Present
<i>Special Counsel</i>	City of St. George, LaVerkin City & Ivins City	July 2007-Present
<i>Treasurer</i>	Dixie Aquatics Race Team, Inc.	August 2010-2014

DISTINCTIONS/RECOGNITIONS:

AV (Preeminent) Martindale Hubbell Peer Review Rating	Sept 2014 – Present
Outstanding Young Lawyer, Salt Lake Magazine	July 2012
Top 10%, America's Most Honored Professionals	August 2011 & 12
Rising Star, Mountain States Lawyer Magazine	2010, 11 & 12
Utah Top Lawyers, Utah Business Magazine	2007, 08, 10 & 11
Young Lawyer of the Year, Utah State Bar Association	July 2004

REPORTED CASES:

Harding v. Atlas Title Ins. Co., Inc. 285 P.3d 1260 (Utah App. 2012)
Town of Leeds v. Prisbrey, 179 P.3d 757 (Utah 2008)
Stevens v. LaVerkin City, 183 P.3d 1059 (Utah App. 2008)
Christopherson, Farris, White & Utley, P.C. v. Pugh 2006 Ut App 68 (2006)
Hernandez v. Baker 104 P.3d 664 (Utah App. 2004)

REPRESENTATIVE CLIENTS:

Banking & Asset Management:

FDIC; Midland States Bank; First National Bank; State Bank of Southern Utah; Olympus Capital; Cypress Capital; Kingston Management Services, LLC; Midland Loan Servicing, LLC; Prescient Asset Management; National Capital Management; America First Credit Union, Vantage Strategies, LLC, CB Richard Ellis.

Real Estate, Development & Construction:

Sun River St. George Development, LLC; Velocity Construction; Velocity Homes; Paragon Contractors; Adams Construction & Management; Sun West Management; Sunroc, Corp; Jensen & Sons Construction; Vantage Commercial Real Estate, Coldwell Banker Premier Real Estate, ReMax First Realty; Stewart Enterprises, LLC; Sand Hollow Development Group, LLC; Niota Investments, LLC

Insurance Defense/Title:

First American Title Company; Fidelity Title, Ins. Co.; Fidelity National Ins. Co.; Nationwide Mutual Ins. Co.; Traveler's Insurance Co.

Municipal:

Toquerville City; Enterprise City; Town of Leeds; Virgin Town, Glen Canyon Special Service District, Utah State Institutional Trust Lands Administration, City of St. George; La Verkin City, Pole Canyon Basic Local District.

Business/Commercial:

Empire Business Ventures, LLC; Empire Logistics, LLC; Co-West Commodities; Zurchers, Inc., Team Stewart Limited Partnership; Knight Transportation, Inc.; Red Rock Hotel Group, LLC; Vinyl Industries, LLC; Sandale Investments, LLC; Venuti Holdings, LLC.

POLITICAL AFFILIATION:

Member of the US Republican Party

Christy Abad

From: David Westwood <david@westwoodlawfirm.com>
Sent: Friday, March 24, 2017 9:17 AM
To: Christy Abad
Subject: 5th Judicial District Judicial Nominating Commission
Attachments: Resume.pdf

Ms. Abad,

Please find attached my resume for my consideration in becoming a member of the 5th Judicial District Nominating Commission.

Please let me know if you need anything else.

J. David Westwood
WESTWOOD LAW, P.C.
444 So. Main Street, Ste C-8
Cedar City, UT 84720
Ph: 435/267-2145
Fax: 866/627-3433
david@westwoodlawfirm.com

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J. DAVID WESTWOOD

2805 West 350 South ♦ Cedar City, UT 84720 ♦ 435.590.9316 ♦ david@westwoodlawfirm.com

BAR ADMISSIONS

Supreme Court of Arizona	October 2008
U.S. District Court of Arizona	December 2008
U.S. Court of Appeals for the 9 th Circuit	January 2009
Supreme Court of Utah	October 2009
U.S. District Court of Utah	October 2009

EDUCATION

Sandra Day O'Connor College of Law at ASU	Tempe, Arizona
Juris Doctorate	May 2008
<i>Honors:</i>	Willard H. Pedrick Scholar CALI Award – Decedents & Estates
<i>Activities:</i>	Moot Court – Client Counseling Competition J. Reuben Clark Law Society

Southern Utah University	Cedar City, Utah
B.A., <i>summa cum laude</i> , Political Science; Minor, English Literature	May 2005
<i>Honors:</i>	Graduated with highest honors in Political Science Dean's List Pi Sigma Alpha Honor Society
<i>Activities:</i>	Center for Politics and Public Service – Chairman

WORK EXPERIENCE

Westwood Law, P.C.	Cedar City, Utah
<i>Owner</i>	May 2013 – Present
Owner and president of local law firm. Emphasis of practice involves real estate law, commercial litigation, estate planning and probate law. Work with local banks in drafting lease agreements, conducting foreclosures, assisting in the selling of real estate, and all other banking matters.	

Snow Jensen & Reece	Cedar City, Utah
<i>Associate</i>	August 2009 – April 2013
Leading commercial litigation firm in Southern Utah with an emphasis in real estate. Managing attorney of the Cedar City office. Conducted and second-chaired trials, argued and briefed many motions and argued a case in front of the Utah Court of Appeals.	

Cantelme & Brown	Phoenix, Arizona
<i>Associate</i>	September 2008 to June 2009
Commercial litigation firm with an emphasis in government/education law and construction law. Involved in legal research, drafting of legal documents and discovery work. Worked on and provided support work for <u>Horne v. Flores</u> , 557 U.S. 433, 129 S.Ct. 2579 (2009).	

Arizona State Senate*Law Clerk***Phoenix, Arizona**

January 2008 to May 2008

Reviewed bills for potential constitutional problems. Conducted research to determine probable court treatment of bill if signed into law. Drafted memoranda to Rules Committee explaining the current state of the law and provide possible solutions to constitutional problems.

Maricopa County Attorney's Office*Law Clerk***Mesa, Arizona**

August 2006 to December 2006

Involved in all aspects of criminal trials. Participated in investigations, client and witness interviews, and all other phases of pretrial preparation. Assisted in and sat through many criminal trials that exposed me to the trial process and many effective and ineffective trial tactics.

COMMUNITY INVOLVEMENT**Cedar City Rotary Club***Club President***Cedar City, Utah**

July 2016 – Present

Member

May 2011 – Present

Organize and oversee community and international service projects. Work with local leaders to address community needs to form public / private partnerships. Selected as a delegate at the 2016 Rotary International Convention in Seoul Korea.

Southwest Applied Technology College*Board of Directors***Cedar City, Utah**

August 2016 – Present

Work with the College President, Faculty and Staff to oversee and direct the education of students from Iron, Beaver, Garfield and Kane counties. The College provides technical, competency based, employer driven education.

Michael O. Leavitt Center for Politics & Public Service*Board of Advisors***Cedar City, Utah**

March 2013 – Present

Advise and provide direction for Leavitt Center and community events. The Leavitt Center is a non-partisan, interdisciplinary organization dedicated to preparing students to serve as responsible and educated leaders in a democratic society.

Cedar City Area Chamber of Commerce*Board of Directors***Cedar City, Utah**

May 2011 – January 2015

Chairman of the Board

January 2014 – January 2015

Work closely with the business leaders in the community to provide a pro-business culture that helps create sustainable business environments/awareness/opportunities and creates mutually beneficial relationships. Oversee budgets and financial reports to ensure steady growth and fiscal responsibility.

LANGUAGE & INTERESTS

Fluent in Cebuano (Philippines). Eagle Scout. Enjoy golf, college football, basketball, tennis, fishing, camping, and hiking.

POLITICAL AFFILIATION

Republican Party

Douglas D. Terry & Associates

Douglas D. Terry
Ryan D. Stout
Trevor D. Terry
Attorneys at Law

E-mail
ddtlaw@gmail.com
ryanstout13@hotmail.com

132 W Tabernacle, Building B
St. George, Utah 84770
(435) 628-4411

Facsimile
(435) 628-9260

March 21, 2017

Christy Abad
christy.abad@utahbar.org

To Whom It May Concern:

I am interested in serving on the Fifth District Trial Court Judicial Nominating Commission. I have included my resume which indicates that I have extensive courtroom experience in the 5th District. I appear in court multiple times every week and I would appreciate the opportunity to help in the decision process of who gets nominated by the Commission. I believe I would bring valuable knowledge and insight to the Commission based on my experience.

As is required, I am identifying my political affiliation: I am registered to vote as a Democrat (although I never have, and never will, vote a straight party ticket).

Thank you for taking the time to consider my application for the Fifth District Trial Court Nominating Commission.

Sincerely,

A handwritten signature in black ink that reads "Ryan D. Stout". The signature is fluid and cursive, with the first name "Ryan" being the most prominent part.

Ryan D. Stout

RYAN D. STOUT

132 W. TABERNACLE ST. BLDG B, ST. GEORGE, UT 84770 (435) 628-4411

RYANSTOUT13@HOTMAIL.COM

BAR MEMBER- UTAH STATE BAR #10300

WORK EXPERIENCE

Attorney, Douglas D. Terry and Associates, October 2005 -- present

- Criminal Defense. I handle all stages of criminal defense cases, including initial appearances, discovery review, preliminary hearings, suppression hearings, evidentiary hearings, negotiations, plea agreements, sentencing, bench trials, and jury trials in misdemeanor and felony cases.
- Extensive court experience in Justice, District, Juvenile and Federal Court.
- 1st chair in 10 Felony jury trials.
- 1st chair in more than 30 Misdemeanor bench trials.
- 1st chair Oral Arguments in front of Utah Court of Appeals and Utah Supreme Court. See *State v. Ramirez*, 2010 UT App 377, and *State v. Ramirez*, 2012 UT 59.
- Criminal Justice Act (CJA) Panel Attorney, 2009 – present
- 2nd chair on 2 Capital Aggravated Murder (death penalty) cases.

Attorney, LaMar J Winward, Attorney at Law, October 2005 -- August 2008

- Family Law, Civil Litigation, and Criminal Defense. I handled family law and civil litigation matters in all stages of litigation, including mediation and trial.

Adjunct Professor, Dixie State College, Business Law, August 2006 – June 2009

- I taught Business Law which provides a broad exposure to many introductory law subjects including constitutional, tort, contract, securities, criminal, real property and business organization law.

Attorney, Aaron J. Prisbrey Attorneys at Law, January 2005-- September 2005

- I handled all stages of litigation including extensive client and opposing counsel contact.
- Most cases involved workers compensation or personal injury claims.

Law Clerk, Attorney General's Office, Tax Division, Oct 2002-- January 2005

- Legal research, analysis and writing on various tax issues.

Law Clerk, Osborne and Barnhill, September 2004-- January 2005

- Assisted in all aspects of general commercial litigation small office practice including legal research, analysis, writing motions, and communications to clients and opposing counsel.

Law Intern, Multi-Cultural Legal Center, Summer Clinic, 2002

- Outreach law center focusing on employment and housing discrimination
-

EDUCATION

Juris Doctor, S.J. Quinney College of Law, University of Utah, May 2004

Bachelor of Science, Finance, University of Utah, Spanish Minor, June 1998

PROFESSIONAL ORGANIZATIONS

Utah Association of Criminal Defense Lawyers (UACDL), Member 2005-present

Utah Association of Criminal Defense Lawyers (UACDL), Board of Directors 2013, 14, 17

TAB
2

Utah State Bar Commission Resolution Urging Congress to Continue Funding the Legal Services Corporation

Whereas, Legal Services Corporation is an independent nonprofit established by Congress in 1974 to provide financial support for civil legal aid to low-income Americans;

Whereas, Legal Services Corporation promotes equal access to justice by providing funding to 134 independent non-profit legal aid programs in every state, the District of Columbia, and U.S. Territories;

Whereas, Legal Services Corporation grantees serve thousands of low-income individuals, children, families, seniors, and veterans in 813 offices in every congressional district;

Whereas, Utah Legal Services was incorporated in 1976 and has offices in Salt Lake City, Ogden, Provo and St. George to provide legal assistance to domestic violence victims, homeless people, senior citizens, low income individuals, migrant farm workers, Native Americans and other individuals in need;

Whereas, in 2016, 15,800 households sought legal assistance from Utah Legal Services and Utah Legal Services resolved 8,161 cases involving 9,381 adults and 9,336 children;

Whereas, Legal Services Corporation funds 70% of Utah Legal Services' budget;

Whereas, civil legal aid is a wise public investment that saves taxpayer dollars by helping to end cycles of domestic violence, reducing unnecessary evictions and unjust foreclosures;

Whereas, civil legal aid promotes a fair and just legal system by affording the most vulnerable members of our society access to quality legal representation;

Now, Therefore, Be It Resolved, that the Utah State Bar Board of Bar Commissioners, on behalf of its members, urges the United States Congress to continue funding the Legal Services Corporation.

TAB
3



UTAH STATE BAR DRAFT BUDGET FY 2017/18

April 7, 2017

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Utah State Bar FY18 Budget Narrative

Overview

The Utah State Bar's operations consist of 23 unique departments. Many of the Bar's departments are regulatory in nature and contain little discretionary income and expenses (Licensing, Admissions, NLTP, and OPC). Some departments are intended to support themselves (Admissions, CLE, Summer Convention, Fall Forum, Spring Convention, and Section Support), while others are fully supported by member license fees. Some departments generate income but not enough to support themselves and therefore must also rely on member license fees for support (Facilities and Bar Journal). The Fund for Client Protection and the 36 Sections are accounted for separately, support themselves, have stand-alone financial statements, and are not factored into the Utah State Bar budget. Below is a summary of each Bar department, its function, how it is funded, and its financial statement category:

Financial Statement Category	Department	Function	Funded By
Licensing	Licensing	Regulatory	License fees
Admissions	Admissions	Regulatory	Self-supporting
New Lawyer Training Program ("NLTP")	NLTP	Regulatory	Self-supporting
Office of Professional Conduct ("OPC")	OPC	Regulatory	License fees
Bar Operations	Bar Management	Management	License fees
Bar Operations	General Counsel	Management	License fees
Bar Operations	Information Technology ("IT")	Management	License fees
Bar Operations	Commission/Special Projects	Management	License fees
Member Services	Bar Journal	Member Service	Self + License fees
Member Services	Member Benefits	Member Service	License fees
Member Services	Section Support	Member Service	Self-supporting
Member Services	Legislative	Member Service	License fees
Member Services	Public Education	Member Service	License fees
Member Services	Young Lawyers Division ("YLD")	Member Service	License fees
Public Services	Committees	Public Service	License fees
Public Services	Consumer Assistance Program	Public Service	License fees
Public Services	Access to Justice	Public Service	Self + License fees
Public Services	Tuesday Night Bar	Public Service	License fees
CLE	Continuing Legal Education ("CLE")	Education	Self-supporting
Summer Convention	Summer Convention	Education	Self-supporting
Fall Forum	Fall Forum	Education	Self-supporting
Spring Convention	Spring Convention	Education	Self-supporting
Facilities	Facilities	Building Usage	Self + License fees

Every income and expense transaction at the Bar is assigned to one of the 23 departments and one of 150 (or so) functional accounts (known as General Ledger accounts or "GL accounts"). The transaction's department indicates who earned or spent the funds while the functional account reveals what type of income or expense it was. For example, commissioner travel expenses to Spring Convention would be assigned to department "21 – Commission/Special Projects" and GL account "5707 – Travel Commission Mtgs". Another example is when Bar staff spend time working on the Spring Convention, those expenses are charged to department "12 – Spring Convention", and GL account "5510 – Salaries/Wages". By assigning both a department and a functional account to each transaction, we are able to classify all income and expenses to produce income statements by department and by functional account (which is required for external and IRS reporting).

One drawback to our current accounting that may cause confusion is that it is difficult to track programs that span multiple departments and accounts. For example, spending on the Licensed Lawyer program spans the IT, General Counsel, Access to Justice, Public Education, and Commission/Special Projects departments. Some of the costs related to software development have been capitalized while others are expensed as they are incurred (PR, advertising, and trademark expenses). As a result, it is not always apparent what is spent on which projects at a detailed level. The following budget schedules attempt to give more visibility into program spending while also being consistent with financial statement presentation.

For FY18 budgeting purposes, in an effort to be intentional and strategic about the investments the Bar is making in its various programs, the focus is on those departments that contain the majority of the Bar's discretionary spending. As such, the main areas of focus will be Public Services, Member Services and Bar Operations. The three conventions, Admissions, CLE and Section Support have all been budgeted to break even (plus or minus \$20,000). Regulatory departments' income and expenses are driven primarily by the key changes highlighted below.

As a general note, the Bar has been able to add new programs while maintaining existing programs over the last several years mainly due to a steady 2-3% increase in licensing revenue each year and utilizing existing staff to absorb much of the additional workload. Each of the last eight fiscal years has generated a net profit which has added to the Bar's reserves. However, it is anticipated based on historical trends that expense growth will outpace revenue growth around 2021 at which time it will be necessary to dip into operating reserves and consider pursuing a license fee increase. As such, it is important that the Bar be strategic and intentional with regard to its spending, especially as it relates to discretionary programs.

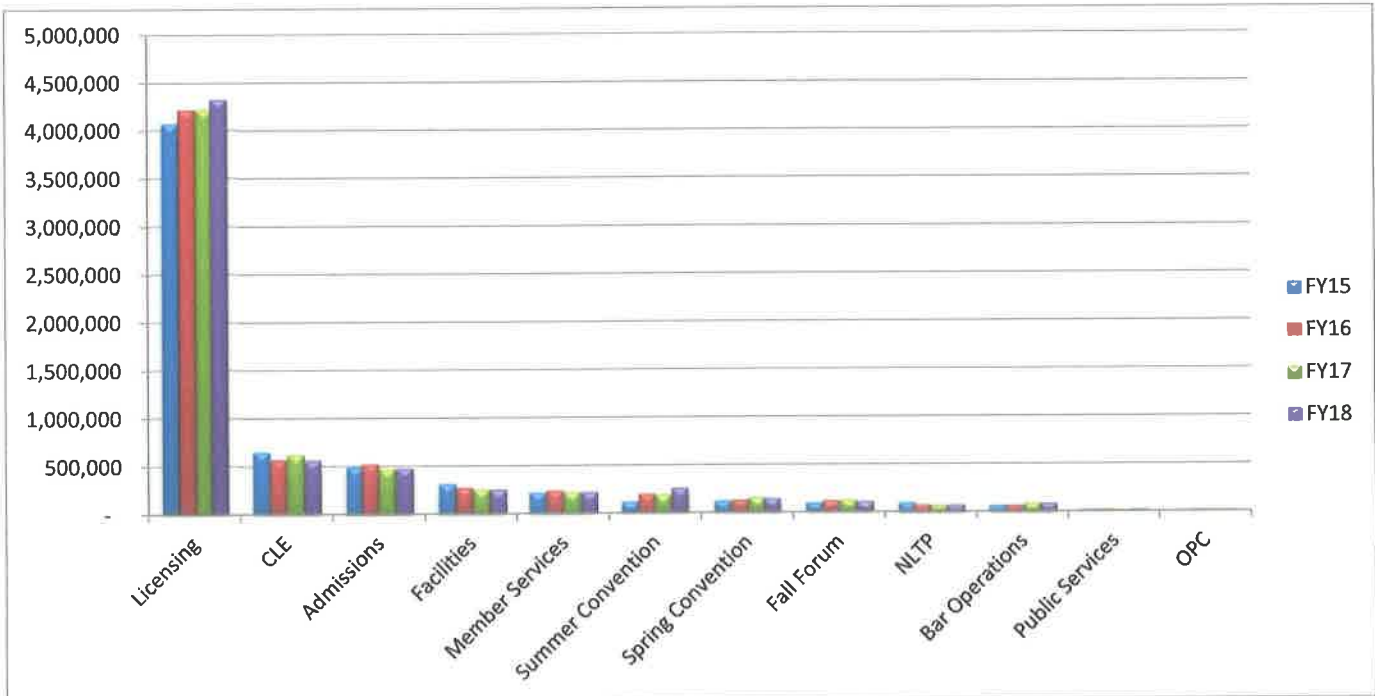
Key Changes

Built into the FY18 draft budget are the following key changes compared to FY17:

	Anticipated Change vs. FY2017
Licensing revenue (except late fees)	+2.5%
Admissions revenue (except late fees)	+2.0%
Salaries (including Wipfli suggested adjustments)	+5.0%
Health insurance	+10.0%
Dental insurance	+3.0%
Building expenses (utilities, etc.)	+5.0%
Insurance expenses (liability, D&O, etc.)	+5.0%

**Utah State Bar
FY18 Draft Budget
Revenue by Department**

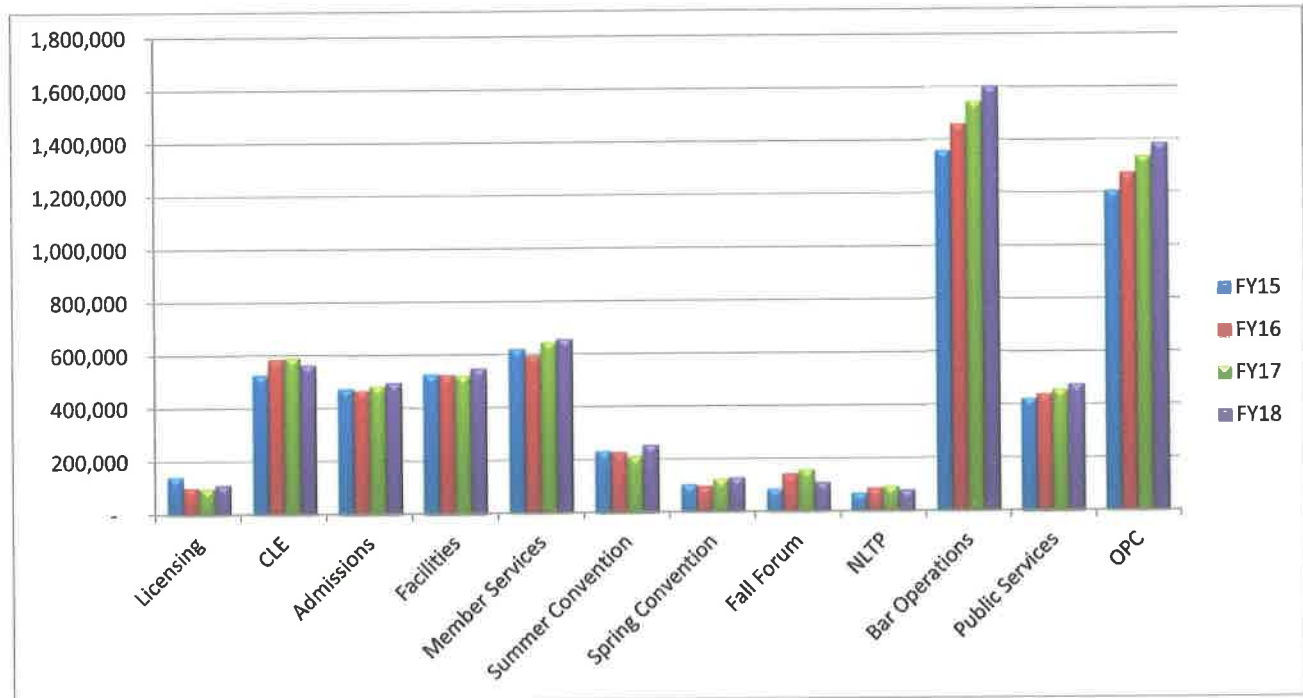
Revenue	Actual FY15	Actual FY16	Projected FY17	Budget FY18	% of Total	Trend
Licensing	4,076,078	4,217,626	4,225,022	4,329,143	65.2%	
CLE	648,062	570,370	622,175	565,000	9.6%	
Admissions	492,362	521,860	473,096	477,676	7.3%	
Facilities	312,896	274,410	254,266	254,266	3.9%	
Member Services	221,925	240,595	225,232	225,453	3.5%	
Summer Convention	114,948	198,446	189,012	256,500	2.9%	
Spring Convention	123,943	132,270	158,850	147,200	2.5%	
Fall Forum	100,139	120,992	129,261	111,000	2.0%	
NLTP	102,363	79,029	71,721	75,647	1.1%	
Bar Operations	68,729	70,279	90,830	92,612	1.4%	
Public Services	20,674	22,656	19,381	20,336	0.3%	
OPC	12,682	14,866	16,701	12,000	0.3%	
Total	6,294,800	6,463,398	6,475,548	6,566,832	100.0%	



This table and chart shows the Bar's trended revenue by financial statement category. More than 65% of the Bar's income comes from member license fees. The next largest category of income is from CLE events, then Admissions. These three functions account for 82% of the Bar's income. We are projecting a 2.5% increase in licensing fees in FY18 compared to FY17 which equates to approximately \$100,000 in additional licensing fees. This projected increase is based historical trends over the last several years which have averaged 3% growth annually. CLE revenue is expected to be closer to FY2016 levels as fewer members must comply with MCLE in even years and therefore fewer CLE events are held in even years. Because we have seen a slowdown in Admissions revenue due to lower student and attorney exam fees, we are projecting just a slight increase in Admissions revenue in FY18.

**Utah State Bar
FY18 Draft Budget
Expenses by Department**

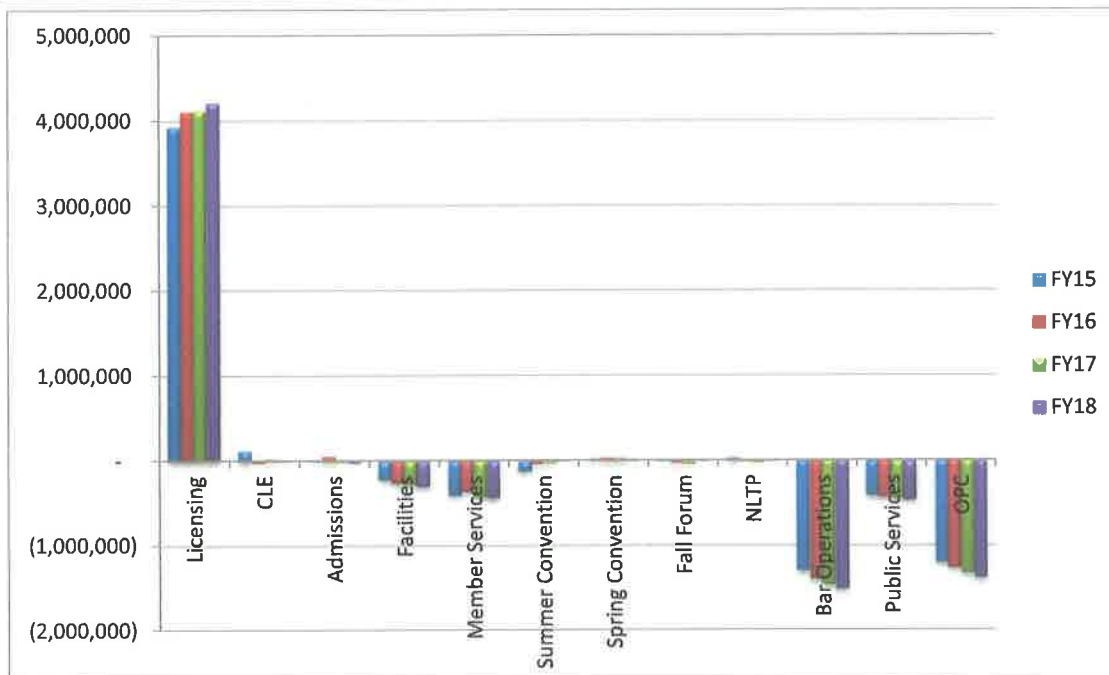
Expenses	Actual FY15	Actual FY16	Projected FY17	Budget FY18	% of Total	Trend
Licensing	142,172	101,761	98,516	111,712	1.6%	
CLE	527,352	586,914	592,471	564,934	9.4%	
Admissions	475,183	467,018	484,322	497,532	7.7%	
Facilities	530,330	528,309	525,774	550,996	8.4%	
Member Services	622,056	595,804	647,171	658,685	10.3%	
Summer Convention	233,641	229,468	214,069	257,125	3.4%	
Spring Convention	102,215	97,146	122,575	128,907	2.0%	
Fall Forum	86,389	143,518	159,648	111,287	2.5%	
NLTP	67,588	85,883	92,420	79,205	1.5%	
Bar Operations	1,360,756	1,461,586	1,546,520	1,602,181	24.6%	
Public Services	422,908	440,977	458,042	478,423	7.3%	
OPC	1,207,634	1,275,793	1,339,377	1,387,766	21.3%	
Total	5,778,224	6,014,179	6,280,905	6,428,752	97.0%	



This table and chart shows the Bar's trended expenses by financial statement category. OPC and Bar Operations account for nearly half of the Bar's total expenses, and a large majority of those expenses are staff-related. Most departments' expenses are on the rise due to the projected increase in staff expenses, building expenses and insurance.

**Utah State Bar
FY18 Draft Budget
Net Profit (Cost) by Department**

Net profit (cost)	Actual FY15	Actual FY16	Projected FY17	Budget FY18	Trend
Licensing	3,933,906	4,115,865	4,126,506	4,217,431	
CLE	120,710	(16,544)	29,705	66	
Admissions	17,179	54,842	(11,226)	(19,856)	
Facilities	(217,435)	(253,900)	(271,508)	(296,730)	
Member Services	(400,131)	(355,209)	(421,939)	(433,232)	
Summer Convention	(118,693)	(31,023)	(25,057)	(625)	
Spring Convention	21,728	35,124	36,275	18,293	
Fall Forum	13,750	(22,526)	(30,387)	(287)	
NLTP	34,776	(6,855)	(20,699)	(3,558)	
Bar Operations	(1,292,028)	(1,391,307)	(1,455,691)	(1,509,569)	
Public Services	(402,234)	(418,321)	(438,662)	(458,087)	
OPC	(1,194,952)	(1,260,927)	(1,322,676)	(1,375,766)	
Total	516,576	449,219	194,643	138,080	



This table and chart shows the Bar's trended net profit (cost) by financial statement category. Colored bars rising above the x-axis depict net profit, while colored bars falling below show net cost. Those functions that have barely visible colored bars are those functions that are intended to support themselves and break even.

Utah State Bar
FY18 Draft Budget
Top 20 Gross Expense Categories (Based on FY16)

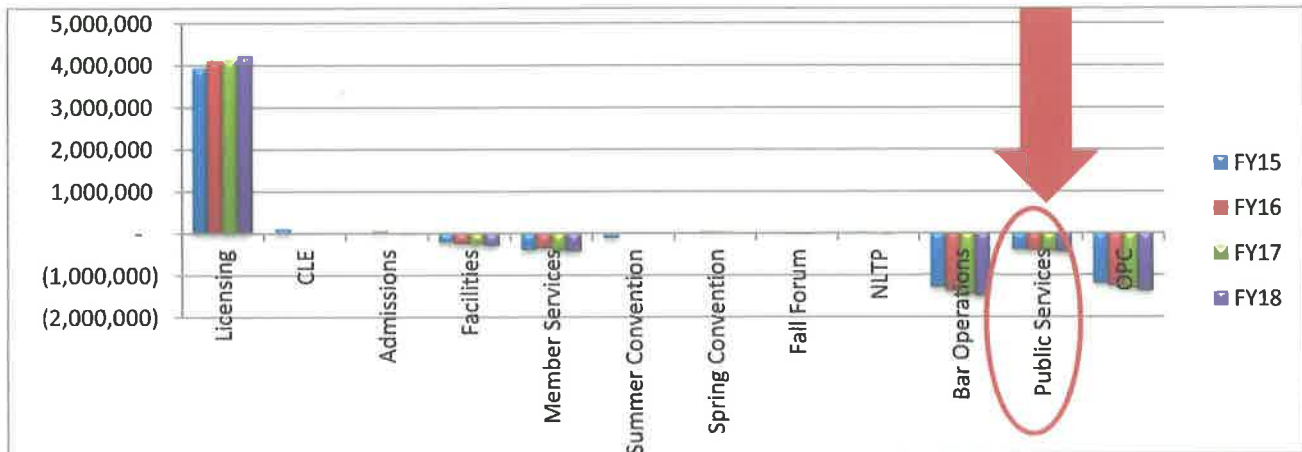
Rank	Top 20 Expense Categories	Actual FY15	Actual FY16	Projected FY17	Draft Budget FY18	% of Total	Trend
1	Salaries & Benefits	3,027,680	3,229,925	3,343,466	3,506,967	53.2%	
2	Food & Beverage Expenses	541,985	610,349	606,232	581,075	9.7%	
3	Depreciation	198,011	227,492	232,621	250,961	3.7%	
4	Building Overhead	206,950	208,274	215,536	226,186	3.4%	
5	Meeting Room Expenses	185,511	173,127	189,119	184,213	3.0%	
6	Copy/Printing Expense	163,375	165,316	147,227	142,587	2.3%	
7	Travel	109,854	119,223	147,599	151,561	2.3%	
8	3rd Party Revenue Sharing	84,689	79,988	58,592	60,000	0.9%	
9	Bar Exam Expenses	68,965	78,280	81,801	81,600	1.3%	
10	Casemaker	68,913	75,643	74,474	75,000	1.2%	
11	Blomquist Hale	73,887	73,966	73,947	75,000	1.2%	
12	Postage/Mailing Expense	67,177	72,378	52,162	52,232	0.8%	
13	LRE Support	65,000	65,000	65,000	65,000	1.0%	
14	Insurance Expense	59,689	64,620	65,051	68,290	1.0%	
15	Speaker Expenses	43,963	57,161	82,468	63,000	1.3%	
16	Outside Consultants	26,392	50,923	16,218	11,600	0.3%	
17	Telecommunications Expense	51,897	49,657	77,369	74,580	1.2%	
18	Office/Meeting Supplies	46,531	47,463	46,540	47,057	0.7%	
19	Credit Card Fees	63,874	45,161	45,712	45,758	0.7%	
20	MCLE Fees	39,566	40,866	42,322	37,500	0.7%	
	Other	584,316	477,664	617,446	628,584	9.8%	
	Total Expenses	5,778,224	6,012,475	6,280,905	6,428,752	100.0%	

Instead of breaking down expenses based on department, this table categorizes them based on functional expense account across all departments. It reveals the top twenty accounts that make up 90% of the Bar's spending. Notably, the single largest expense type that accounts for over half of the Bar's spending is staff-related (salaries and benefits). The next largest expense category is food & beverage expenses which account for almost 10% of the Bar's spending. Approximately 85% of food & beverage expenses are related to conventions and CLE events and are recouped through attendee registration fees. The expenses in the "Other" category are individually less than \$40,000 annually, or 0.5% of total expenses.

Utah State Bar FY18 Draft Budget Public Services

	Actual	Actual	Projected	Draft
	FY15	FY16	FY17	Budget
Program Net Cost				
Consumer Assistance Program (1 FTE)	98,142	115,605	122,993	131,134
Access to Justice (2 FTEs)	149,967	156,695	160,526	167,849
Tuesday Night Bar	35,628	37,305	34,102	35,816
LRE Contribution	65,000	65,000	65,000	65,000
UDR Contribution	10,000	-	10,000	10,000
Law Day	3,897	2,681	2,921	3,301
Staff time & other expenses associated with Committees	39,599	41,036	43,120	44,988
Public Service Programs Net Cost	402,234	418,321	438,662	458,087
Other Public Service Expenses Classified Elsewhere:				
Donation of Mercer royalty income to LHL	12,133	10,809	9,236	9,000
In Kind Contributions to UDR, LRE and other NFPs	34,326	29,671	20,967	22,965
Serving Our Seniors - YLD (estimated)	1,000	1,000	1,000	1,000
Wills for Heroes - YLD (estimated)	1,000	1,000	1,000	1,000
Other YLD Public Service Projects			2,950	2,950
Licensed Lawyer (some capitalized)	-	69,011	36,405	22,000
Total Other Public Service Expenses	48,458	111,492	71,558	58,915
Public Services Net Cost	499,150	641,304	581,777	575,917

Net Profit (Cost) By Department



The above table shows the breakdown of Public Service expenses by program. The bar chart below the table depicts the net profit (cost) of each of the Bar's major functions and is presented to show how Public Services fits into the Bar's overall operations from a cost perspective. While it represents roughly 7% of the Bar's total expenses, it includes many of the Bar's discretionary programs and expenses. It should be noted that the majority of expenses in the Consumer Assistance Program, Access to Justice and Tuesday Night Bar departments are staff-related, so there are fewer discretionary spending decisions short of making staffing changes.

Utah State Bar FY18 Draft Budget Member Services

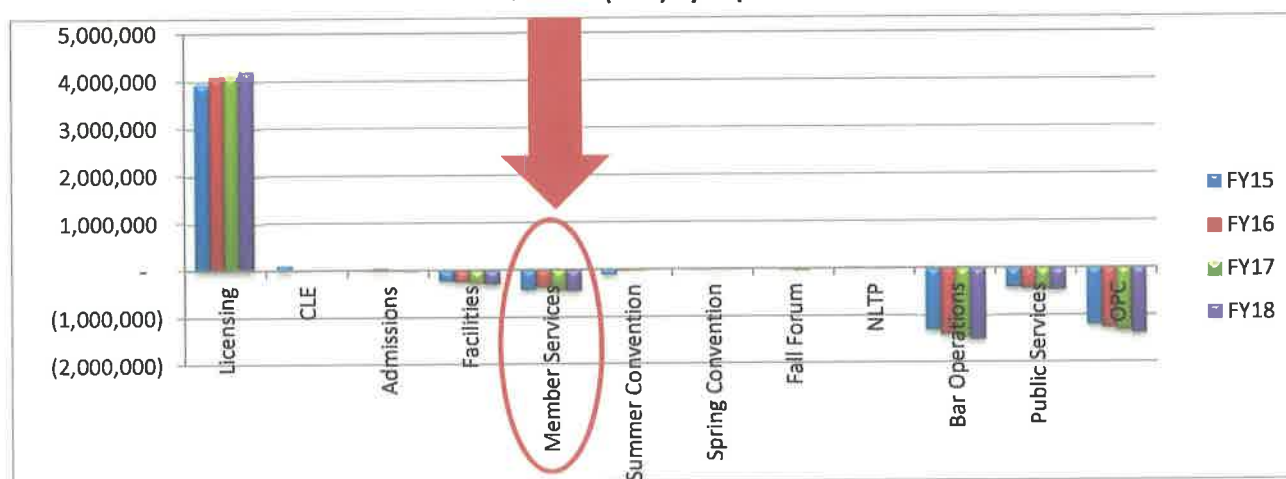
	Actual	Actual	Projected	Draft
	FY15	FY16	FY17	Budget
Program Net Cost				
Bar Journal (0.5 FTE)	42,759	21,766	21,350	25,921
Blomquist Hale	73,887	73,966	73,947	75,000
Casemaker	68,913	75,643	74,474	75,000
Section Support (1 FTE)	1,264	2,048	2,161	1,421
Legislative	67,761	28,631	53,254	53,341
Public Education (1 FTE)	98,793	111,174	141,619	148,646
Young Lawyers Division	47,764	42,530	53,402	52,060
Staff time & other expenses associated with Member Benefits	(1,009)	(549)	1,732	1,843
Member Service Programs Net Cost	400,131	355,209	421,939	433,232

Other Member Services Expenses Classified Elsewhere:

Leadership Academy	-	6,598	21,500	20,000
Bar Review	-	1,465	1,160	1,500
Breakfast of Champions	-	780	150	500
Bar Anniversary	-	15,782	-	-
Magna Carta Event	51,515	-	-	-
Total Other Member Service Expenses	51,515	24,625	22,810	22,000

Member Services Net Cost	451,646	379,834	444,749	455,232
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Net Profit (Cost) By Department

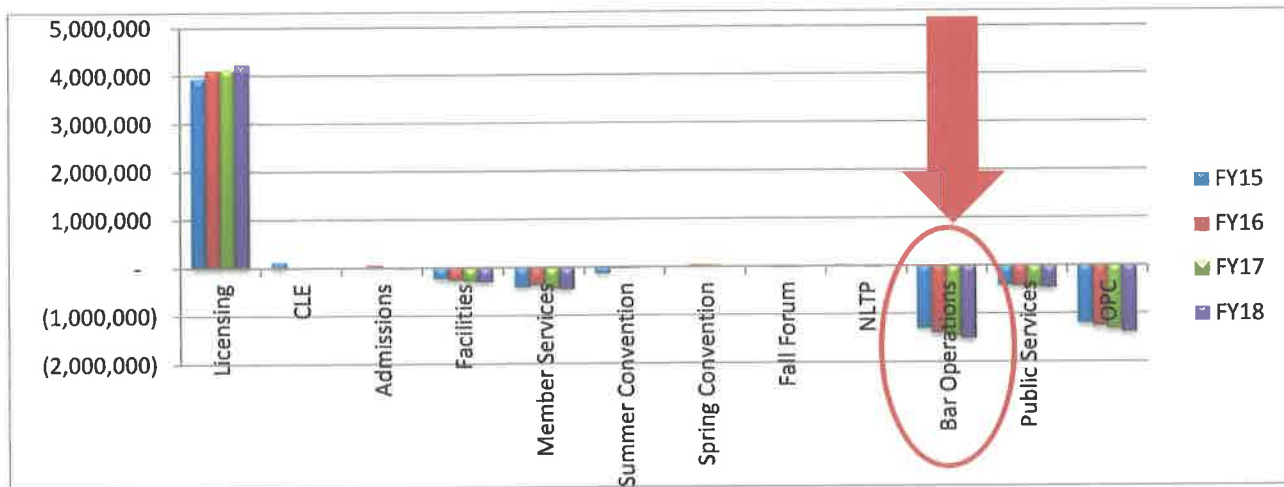


The above table shows the breakdown of Member Service expenses by program. The bar chart below the table depicts the net profit (cost) of each of the Bar's major functions and is presented to show how Member Services fits into the Bar's overall operations from a cost perspective. While it represents roughly 10% of the Bar's total expenses, it includes many of the Bar's discretionary programs and expenses.

**Utah State Bar
FY18 Draft Budget
Bar Operations**

	Actual	Actual	Projected	Draft Budget
Program Net Cost	FY15	FY16	FY17	FY18
Bar Management (4.5 FTEs)	687,549	720,598	687,647	728,495
General Counsel (2 FTEs)	202,728	247,838	277,047	286,492
IT (2 FTEs)	198,898	196,108	195,888	238,872
Commission/Special Projects	202,853	226,765	295,109	255,710
Bar Operations, net cost	1,292,028	1,391,307	1,455,691	1,509,569

Net Profit (Cost) By Department



Bar Operations is comprised of Bar Management, General Counsel, IT and Commission/Special Projects. The majority of spending in Bar Management, General Counsel and IT is staff-related. Other non-discretionary expense items in those departments include the annual audit expense (~\$30,000), outside legal counsel for UPL and Bar litigation (~\$20,000), and outside technology support. A detail of spending in Commission/Special Projects follows on a subsequent schedule.

**Utah State Bar
FY18 Draft Budget
Commission/Special Projects**

(Projected)

Sum of Amount	Column Labels		
Row Labels	FY15	FY16	FY17
85th Anniversary		15,782	
AAA Program		975	
ABA review		5,984	
Annual Report	627	465	500
Awards	76	422	916
Bar Review		1,465	1,330
Books from Barristers	590	-51	-14
Breakfast of Champions		780	26
Commission Convention Registration Fees	600	8,476	21,611
Commission Gifts	4,273	8,223	5,367
Commission Meeting Expenses	873	4,643	1,930
Commission Meeting Food & Beverage	15,848	12,504	23,018
Commission Meeting Room Rental	7,596	6,294	7,237
Commission Photo	604	571	761
Commisssion Stationery	1,029	4,377	2,343
Copies	1,080	399	1,638
E&O Insurance	8,802	3,000	4,798
eBulletin		756	178
Election Expense	1,625	3,250	4,000
Futures Commission	1,938	2,148	
Leadership Academy		6,598	21,497
Licensed Lawyer		2,250	868
Licensed Paralegal Practitioner		62	500
Limited Scope Section			823
Magna Carta Event	51,699	20	
Member Portal			1,917
Misc Technology Expense			273
Office Supplies	578		500
Other food & beverage	653	696	1,172
Past Presidents Book		5,803	
Past Presidents Lunch		387	
Postage/Mailing	1,312	233	536
Pres/Pres-Elect Monthly "Stipend"	9,000	17,250	18,000
President reimbursed expense	327	3,777	927
Retreat	12,311	29,840	21,080
Small Firm Tour			1,433
Sponsorship		8,000	6,150
Staff	11,287	8,022	12,390
Tech & Innovation Committee			1,162
Travel - AAA Taskforce			414
Travel - ABA Delegates	8,675	8,541	10,894
Travel - ABA Meetings	11,249	10,063	14,648
Travel - Commission Mtgs	3,180	3,297	2,540
Travel - Jackrabbit Bar	2,500	859	1,500
Travel - Northwestern Bar Conf	599	830	1,500
Travel - Other	695		
Travel - Spring Convention	8,689	13,599	12,749
Travel - Summer Convention	21,258	23,388	36,355
Travel - Western States Bar Conf	13,284	2,785	14,265
Website			6,000
Wipfli review			30,500
Grand Total	202,853	226,765	296,232

This table shows spending by project in the Commission/Special Projects department over the last three years. FY15 & FY16 are actual expenditures while FY17 is actual expenditures through 2/28/17 plus projected expenditures for the remaining of the year.

**Utah State Bar
FY18 Draft Budget
Capital Expenditures**

Category	FY12	FY13	FY14	FY15	FY16	Projected FY17	Draft Budget FY18	Total
Office furniture & fixtures	11,192	17,741	26,002	3,433	-	779	3,000	62,147
Meeting room furniture & fixtures	19,381	21,359	-	-	-	-	-	40,740
Office equipment (copiers, phones, fax, projectors, mail machine, etc)	44,458	11,617	10,472	-	-	41,699	-	108,245
Building improvements	-	325,968	361,966	6,365	-	-	5,250	699,549
Computer equipment/servers/software	7,036	7,473	61,770	21,721	14,913	37,942	35,674	186,529
OPC database software (New Dawn/Journal Technologies)			32,227	100,224				132,451
Memberships database (Euclid - ClearVantage)			274,181	50,966	7,020	20,000	38,000	390,167
Admissions database (Box Lake Networks - Synergy)			45,000					45,000
Pro Bono database (Euclid)				32,020	31,600			63,620
Licensed Lawyer (Euclid)					49,545	4,427	20,000	73,972
New Website (EKR) - based on proposal						30,000		30,000
Practice Portal (Euclid) - based on proposal						33,000	30,000	63,000
Total	82,066	384,158	811,618	214,729	103,078	167,846	131,924	1,895,419

Annual Maintenance Contracts (expensed over maintenance period):	FY12	FY13	FY14	FY15	FY16	Projected FY17	Draft Budget FY18	Total
ClearVantage Annual Maintenance (Euclid)					25,160	26,360	27,000	51,520
Licensed Lawyer Maintenance (Euclid)						6,600	7,500	6,600
Journal Technologies Annual Maintenance				6,211	6,521	6,848	7,000	26,580
Synergy (Box Lake Networks) Admissions Database Annual Maintenance				3,900	3,900	3,900	4,000	15,700
Total				10,111	35,581	43,708	45,500	100,400

This table shows capital expenditures by general category over the last six years. Capital expenditures include spending on assets that cost \$500 or more and have a useful life of at least three years. Once purchased these assets are depreciated ratably over their useful lives. A significant portion of the Bar's capital expenditures over the last few years have been on software and building improvements (the new HVAC system). That trend will continue into FY18 as 67% of the capital budget is for software projects. Most purchased software also requires annual maintenance contacts (shown in the second table) which are expensed over the period of the contract. These maintenance contracts are generally ongoing for as long as the software is in use.

SUPPLEMENTAL SCHEDULES

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
01 - Licensing

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4010 · Section/Local Bar Support fees	\$ 23,085	\$ 21,602	\$ 16,600	\$ 17,015	\$ 415	3%
4021 · Lic Fees > 3 Years	3,299,930	3,404,815	3,457,000	3,543,425	86,425	2%
4022 · Lic Fees < 3 Years	279,290	284,210	245,000	251,125	6,125	2%
4023 · Lic Fees - House Counsel	20,700	23,970	28,035	28,736	701	2%
4025 · Pro Hac Vice Fees	70,250	75,500	64,250	65,856	1,606	3%
4026 · Lic Fees - Inactive/FS	109,280	107,150	111,350	114,134	2,784	2%
4027 · Lic Fees - Inactive/NS	181,915	199,495	211,495	216,782	5,287	2%
4029 · Prior Year Lic Fees	890	1,165	4,381	4,491	110	3%
4030 · Certs of Good Standing	25,995	23,590	24,900	25,523	622	2%
4095 · Miscellaneous Income	1,018	1,703	1,805	1,850	45	2%
4096 · Late Fees	63,725	74,426	60,206	60,206	-	0%
Total Revenue	4,076,078	4,217,626	4,225,022	4,329,143	104,120	2%
Expenses						
Salaries & Benefits						
5510 · Salaries/Wages	54,374	43,720	35,384	47,153	11,769	33%
5605 · Payroll Taxes	4,005	2,937	2,776	3,915	1,139	41%
5610 · Health Insurance	5,729	5,841	6,203	4,939	(1,263)	-20%
5630 · Dental Insurance	363	367	439	456	17	4%
5640 · Life & LTD Insurance	623	467	583	583	-	0%
5650 · Retirement Plan Contributions	5,358	3,548	2,830	3,971	1,141	40%
5655 · Retirement Plan Fees & Costs	867	391	735	735	-	0%
5660 · Training/Development	-	-	525	525	-	0%
Total Salaries/Benefit Expenses	71,320	57,272	49,474	62,277	12,803	26%
General & Administrative						
7025 · Office Supplies	987	1,276	348	348	-	0%
7035 · Postage/Mailing, net	13,346	9,833	8,836	8,836	-	0%
7040 · Copy/Printing Expense	3,087	16,905	10,292	10,292	-	0%
7050 · Computer Maintenance	1,097	792	1,497	1,497	-	0%
7055 · Computer Supplies & Small Equip	350	230	230	230	-	0%
7089 · Membership Database Fees	24,844	4,355	6,032	6,032	-	0%
7100 · Telephone	1,210	1,820	2,926	2,926	-	0%
7120 · Membership/Dues	-	-	70	70	-	0%
7140 · Credit Card Merchant Fees	45,520	59,991	63,437	63,437	-	0%
7140 · Credit Card Merchant Fees - Other	-	-	-	-	-	#DIV/0!
7141 · Credit Card surcharge	(25,692)	(57,314)	(51,290)	(51,290)	-	0%
7170 · Lobbying Rebates	692	746	738	738	-	0%
Total General & Administrative Expenses	65,442	38,634	43,117	43,117	-	0%
Building Overhead						
6015 · Janitorial Expense	437	411	410	430	20	5%
6020 · Heat	333	242	236	248	12	5%
6025 · Electricity	691	662	664	697	33	5%
6030 · Water/Sewer	62	60	72	76	4	5%
6035 · Outside Maintenance	287	177	122	128	6	5%
6040 · Building Repairs	72	199	346	363	17	5%
6045 · Bldg Mtncn Contracts	542	565	538	565	27	5%
6050 · Bldg Mtncn Supplies	35	31	39	41	2	5%
6065 · Bldg Insurance/Fees	183	344	263	277	13	5%
6070 · Building & Improvements Depre	778	731	729	788	58	8%
6075 · Furniture & Fixtures Depre	215	214	213	230	17	8%
7065 · Computers, Equip & Sftwre Depr	1,773	2,217	2,291	2,474	183	8%
Total Building Overhead Expenses	5,410	5,855	5,925	6,318	393	7%
Total Expenses	142,172	101,761	98,516	111,712	13,196	13%
Net Profit (Loss)	\$ 3,933,906	\$ 4,115,865	\$ 4,126,506	\$ 4,217,431	\$ 90,924	2%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
02 - Admissions

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4001 · Admissions - Student Exam Fees	\$ 167,400	\$ 161,700	\$ 150,000	\$ 153,000	\$ 3,000	2%
4002 · Admissions - Attorney Exam Fees	68,800	75,745	65,000	66,300	1,300	2%
4003 · Admissions - Retake Fees	38,025	62,400	64,200	65,484	1,284	2%
4004 · Admissions - Laptop Fees	65,400	73,050	69,000	70,380	1,380	2%
4005 · Admissions - Application Forms	25	-	-	-	-	#DIV/0!
4006 · Transfer App Fees	34,500	19,300	1,300	1,326	26	2%
4008 · Attorney - Motion	69,000	67,700	67,000	68,340	1,340	2%
4009 · House Counsel	12,750	16,150	15,300	15,606	306	2%
4095 · Miscellaneous Income	1,265	2,165	2,196	2,240	44	2%
4096 · Late Fees	35,400	43,650	39,100	35,000	(4,100)	-10%
4200 · Seminar Profit/Loss	(203)	-	-	-	-	#DIV/0!
Total Revenue	492,362	521,860	473,096	477,676	4,580	1%
Expenses						
Program Services						
5001 · Meeting Facility-external only	20,056	13,641	20,844	20,000	(844)	-4%
5002 · Meeting facility-internal only	6,775	8,251	7,406	7,000	(406)	-5%
5013 · ExamSoft	19,735	22,095	24,038	24,000	(38)	0%
5014 · Questions	44,180	50,085	51,163	51,000	(163)	0%
5015 · Investigations	11,527	96	224	224	-	0%
5016 · Credit Checks	2,280	2,606	2,563	2,563	-	0%
5017 · Medical Exam	975	183	2,560	2,560	-	0%
5025 · Temp Labor/Proctors	5,050	6,100	6,600	6,600	-	0%
5046 · Court Reporting	494	325	-	-	-	#DIV/0!
5070 · Equipment Rental	1,377	4,240	6,951	6,951	-	0%
5075 · Food & Bev-external costs only	8,502	4,548	5,709	5,709	-	0%
5076 · Food & beverage - internal only	8,918	9,217	8,293	8,000	(293)	-4%
5085 · Misc. Program Expense	12	56	56	56	-	0%
5702 · Travel - Lodging	2,086	423	1,343	4,200	2,857	213%
5703 · Travel - Transportation/Parking	1,790	2,228	1,984	2,550	566	29%
5704 · Travel - Mileage Reimbursement	92	181	-	-	-	#DIV/0!
5705 · Travel - Per Diems	1,035	1,103	1,011	1,500	490	48%
Total Program Services Expenses	134,885	125,378	140,747	142,914	2,167	2%
Salaries & Benefits						
5510 · Salaries/Wages	225,749	229,084	230,328	241,844	11,516	5%
5605 · Payroll Taxes	16,822	17,549	17,669	18,552	883	5%
5610 · Health Insurance	17,188	18,972	21,241	20,248	(993)	-5%
5630 · Dental Insurance	1,089	1,216	1,404	1,367	(38)	-3%
5640 · Life & LTD Insurance	1,676	1,604	1,610	1,610	-	0%
5650 · Retirement Plan Contributions	21,234	22,448	23,108	24,263	1,155	5%
5655 · Retirement Plan Fees & Costs	2,269	2,409	2,206	2,206	-	0%
5660 · Training/Development	15	299	1,049	600	(449)	-43%
Total Salaries/Benefit Expenses	286,043	293,581	298,615	310,691	12,076	4%
General & Administrative						
7025 · Office Supplies	1,762	1,665	1,505	1,500	(5)	0%
7035 · Postage/Mailing, net	2,679	2,425	1,809	1,800	(9)	0%
7040 · Copy/Printing Expense	6,288	5,150	4,403	4,400	(3)	0%
7045 · Internet Service	-	40	-	-	-	#DIV/0!
7050 · Computer Maintenance	-	235	2,118	2,820	702	33%
7055 · Computer Supplies & Small Equip	236	347	321	300	(21)	-6%
7089 · Membership Database Fees	16,078	3,900	3,900	3,180	(720)	-18%
7100 · Telephone	1,815	2,722	4,377	2,500	(1,877)	-43%
7110 · Publications/Subscriptions	120	181	1,166	1,000	(166)	-14%
7120 · Membership/Dues	215	865	900	800	(100)	-11%
7140 · Credit Card Merchant Fees	11,763	16,861	10,688	11,000	312	3%
7150 · E&O/Off & Dir Insurance	3,979	3,684	3,669	3,853	183	5%
7175 · O/S Consultants	145	-	-	-	-	#DIV/0!
Total General & Administrative Expenses	45,081	38,076	34,857	33,153	(1,704)	-5%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
02 - Admissions

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Building Overhead						
6015 · Janitorial Expense	741	702	699	734	35	5%
6020 · Heat	565	413	403	423	20	5%
6025 · Electricity	1,172	1,129	1,132	1,189	57	5%
6030 · Water/Sewer	105	102	123	129	6	5%
6035 · Outside Maintenance	486	302	208	219	10	5%
6040 · Building Repairs	122	340	590	619	29	5%
6045 · Bldg Mtnce Contracts	920	964	918	964	46	5%
6050 · Bldg Mtnce Supplies	60	53	67	70	3	5%
6065 · Bldg Insurance/Fees	311	587	450	472	22	5%
6070 · Building & Improvements Depr	1,319	1,247	1,244	1,343	100	8%
6075 · Furniture & Fixtures Depr	365	365	363	393	29	8%
7065 · Computers, Equip & Sftwre Depr	3,009	3,780	3,906	4,218	312	8%
Total Building Overhead Expenses	9,175	9,983	10,103	10,774	671	7%
Total Expenses	475,183	467,018	484,322	497,532	13,210	3%
Net Profit (Loss)	\$ 17,179	\$ 54,842	\$ (11,226)	\$ (19,856)	\$ (8,630)	77%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
03 - NLTP

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4020 · NLTP Fees	102,450	79,800	74,850	76,347	1,497	2%
4200 · Seminar Profit/Loss	(87)	(771)	(3,129)	(700)	2,429	-78%
Total Revenue	102,363	79,029	71,721	75,647	3,926	5%
Expenses						
Program Services						
5002 · Meeting facility-internal only	2,038	1,383	1,613	1,613	-	0%
5075 · Food & Bev-external costs only	1,493	1,468	1,151	1,000	(151)	-13%
5076 · Food & beverage - internal only	3,069	2,146	3,331	2,500	(831)	-25%
5079 · Soft Drinks	144	-	-	-	-	#DIV/0!
5085 · Misc. Program Expense	51	23	23	23	-	0%
5702 · Travel - Lodging	62	2,075	2,947	1,600	(1,347)	-46%
5703 · Travel - Transportation/Parking	160	966	589	1,285	696	118%
5704 · Travel - Mileage Reimbursement	383	1,186	914	634	(280)	-31%
5705 · Travel - Per Diems	-	140	174	685	511	294%
5706 · Travel - Meals	-	466	466	466	-	0%
Total Program Services Expenses	7,400	9,852	11,206	9,805	(1,401)	-13%
Salaries & Benefits						
5510 · Salaries/Wages	40,320	48,228	50,422	42,944	(7,479)	-15%
5605 · Payroll Taxes	3,527	3,710	4,039	3,241	(798)	-20%
5610 · Health Insurance	5,260	6,324	6,131	4,637	(1,494)	-24%
5630 · Dental Insurance	303	405	439	456	17	4%
5640 · Life & LTD Insurance	430	413	411	411	-	0%
5650 · Retirement Plan Contributions	361	4,177	4,969	4,217	(752)	-15%
5655 · Retirement Plan Fees & Costs	-	607	735	735	-	0%
5660 · Training/Development	30	935	1,510	960	(550)	-36%
Total Salaries/Benefit Expenses	50,230	64,799	68,656	57,600	(11,056)	-16%
General & Administrative						
7025 · Office Supplies	95	364	30	30	-	0%
7035 · Postage/Mailing, net	82	143	97	97	-	0%
7040 · Copy/Printing Expense	2,112	1,614	1,562	1,200	(362)	-23%
7050 · Computer Maintenance	-	78	706	706	-	0%
7100 · Telephone	660	1,032	1,596	1,200	(396)	-25%
7120 · Membership/Dues	571	-	542	542	-	0%
7140 · Credit Card Merchant Fees	826	1,894	1,844	1,844	-	0%
Total General & Administrative Expenses	4,345	5,124	6,377	5,619	(758)	-12%
Building Overhead						
6015 · Janitorial Expense	453	429	427	427	-	0%
6020 · Heat	346	253	246	246	-	0%
6025 · Electricity	717	690	693	693	-	0%
6030 · Water/Sewer	64	63	75	75	-	0%
6035 · Outside Maintenance	297	185	128	128	-	0%
6040 · Building Repairs	75	208	361	361	-	0%
6045 · Bldg Mtncn Contracts	563	590	562	562	-	0%
6050 · Bldg Mtncn Supplies	37	33	41	41	-	0%
6065 · Bldg Insurance/Fees	190	359	275	275	-	0%
6070 · Building & Improvements Depre	807	763	761	761	-	0%
6075 · Furniture & Fixtures Depre	223	223	222	222	-	0%
7065 · Computers, Equip & Sftwre Depre	1,841	2,312	2,390	2,390	-	0%
Total Building Overhead Expenses	5,613	6,108	6,181	6,181	-	0%
Total Expenses	67,588	85,883	92,420	79,205	(13,215)	-14%
Net Profit (Loss)	\$ 34,776	\$ (6,855)	\$ (20,699)	\$ (3,558)	\$ 17,141	-83%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
04 - Bar Management

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4060 · E-Filing Revenue	22,981	20,609	22,588	23,040	452	2%
4095 · Miscellaneous Income	1,353	1,921	2,084	2,125	42	2%
4103 · In · Kind Revenue - UDR	1,935	910	1,243	1,268	25	2%
4151 · ILM Realized Gains / Losses	68,076	48,495	58,137	59,299	1,163	2%
4152 · ILM Interest Income	(13,815)	10,005	11,454	11,683	229	2%
4153 · ILM Unrealized Gains / Losses	(25,789)	(11,831)	(4,853)	(4,950)	(97)	2%
4155 · General Interest Income	82	116	143	146	3	2%
Total Revenue	54,824	70,224	90,796	92,612	1,816	2%
Expenses						
Program Services						
5002 · Meeting facility-internal only	1,050	1,663	1,730	1,730	-	0%
5055 · Legislative Expense	-	-	220	-	(220)	-100%
5063 · Special Event Expense	237	838	2,379	2,379	-	0%
5070 · Equipment Rental	-	22	22	22	-	0%
5075 · Food & Bev-external costs only	2,527	3,385	3,074	3,074	-	0%
5076 · Food & beverage - internal only	-	987	708	708	-	0%
5079 · Soft Drinks	3,488	2,735	2,617	2,617	-	0%
5085 · Misc. Program Expense	496	96	1,200	1,200	-	0%
5702 · Travel - Lodging	-	1,667	5,351	5,351	-	0%
5703 · Travel - Transportation/Parking	1,934	1,597	1,107	1,107	-	0%
5704 · Travel - Mileage Reimbursement	45	547	511	511	-	0%
5705 · Travel - Per Diems	145	365	542	542	-	0%
5706 · Travel - Meals	-	-	415	415	-	0%
5805 · ABA Annual Meeting	2,486	1,954	1,954	5,800	3,846	197%
5810 · ABA Mid Year Meeting	302	1,893	-	-	-	#DIV/0!
5815 · Commission/Education	-	425	425	-	(425)	-100%
5830 · Western States Bar Conference	3,803	4,675	9,962	6,050	(3,912)	-39%
5960 · Overhead Allocation - Seminars	-	(5,697)	(21,346)	(20,000)	1,346	-6%
Total Program Services Expenses	16,511	17,153	10,871	11,505	634	6%
Salaries & Benefits						
5510 · Salaries/Wages	460,320	499,138	516,470	542,293	25,823	5%
5605 · Payroll Taxes	30,708	34,425	34,722	36,458	1,736	5%
5610 · Health Insurance	26,773	31,498	34,352	43,420	9,067	26%
5630 · Dental Insurance	2,545	2,142	2,381	1,594	(787)	-33%
5640 · Life & LTD Insurance	3,528	1,418	1,483	1,483	-	0%
5645 · Workman's Comp Insurance	6,210	3,524	3,026	3,026	-	0%
5650 · Retirement Plan Contributions	43,894	44,538	44,004	46,204	2,200	5%
5655 · Retirement Plan Fees & Costs	7,148	4,661	3,097	3,097	-	0%
5660 · Training/Development	-	1,350	1,463	2,000	537	37%
Total Salaries/Benefit Expenses	581,126	622,693	640,998	679,575	38,577	6%
General & Administrative						
7025 · Office Supplies	5,171	11,350	11,548	11,548	-	0%
7035 · Postage/Mailing, net	1,149	1,085	1,000	1,000	-	0%
7040 · Copy/Printing Expense	6,996	3,175	4,924	4,924	-	0%
7050 · Computer Maintenance	-	392	3,530	3,530	-	0%
7055 · Computer Supplies & Small Equip	3,707	2,397	1,292	1,292	-	0%
7089 · Membership Database Fees	-	2,262	98	98	-	0%
7100 · Telephone	4,991	3,935	4,983	4,983	-	0%
7105 · Advertising	-	594	-	-	-	#DIV/0!
7120 · Membership/Dues	4,753	3,749	2,838	2,838	-	0%
7135 · Bank Service Charges	1,811	2,252	1,803	1,803	-	0%
7136 · ILM Service Charges	12,444	13,694	14,702	14,702	-	0%
7138 · Bad debt expense	-	1	1	1	-	0%
7140 · Credit Card Merchant Fees	8,225	664	(1,325)	(1,325)	-	0%
7150 · E&O/Off & Dir Insurance	3,979	3,684	6,867	7,211	343	5%
7160 · Audit Expense	32,253	30,504	29,539	30,000	461	2%
7175 · O/S Consultants	22,812	31,195	8,618	10,000	1,382	16%
7179 · Payroll Adm Fees	2,881	2,810	2,811	2,811	-	0%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
04 - Bar Management

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
7180 · Administrative Fee Expense	1,510	1,445	1,380	1,380	-	0%
7195 · Other Gen & Adm Expense	5,750	5,117	6,367	5,000	(1,367)	-21%
Total General & Administrative Expenses	118,431	120,305	100,977	101,796	820	1%
In Kind Expenses						
7103 · InKind Contrib-UDR & all other	1,935	4,661	1,000	2,000	1,000	100%
Building Overhead						
6015 · Janitorial Expense	1,971	1,708	1,701	1,786	85	5%
6020 · Heat	1,513	1,005	980	1,029	49	5%
6025 · Electricity	3,121	2,748	2,757	2,895	138	5%
6030 · Water/Sewer	279	249	299	314	15	5%
6035 · Outside Maintenance	1,312	735	507	533	25	5%
6040 · Building Repairs	327	827	1,436	1,508	72	5%
6045 · Bldg Mtncn Contracts	2,434	2,347	2,236	2,347	112	5%
6050 · Bldg Mtncn Supplies	160	130	163	172	8	5%
6065 · Bldg Insurance/Fees	827	1,430	1,095	1,150	55	5%
6070 · Building & Improvements Depr	3,511	3,036	3,028	3,271	242	8%
6075 · Furniture & Fixtures Depr	970	889	885	956	71	8%
7065 · Computers, Equip & Sftwre Depr	7,943	9,202	9,509	10,270	761	8%
Total Building Overhead Expenses	24,370	24,305	24,597	26,230	1,633	7%
Total Expenses	742,372	789,118	778,443	821,106	42,664	5%
Other Income/Expense						
4300 · Gain (Loss) - Sales of Assets	-	(1,704)	-	-	-	#DIV/0!
Net Profit (Loss)	\$ (687,549)	\$ (720,598)	\$ (687,647)	\$ (728,495)	\$ (40,848)	6%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
05 - Property Management

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4039 - Room Rental-All parties	131,234	122,887	115,268	115,268	-	0%
4042 - Food & Beverage Rev-All Parties	154,514	128,413	114,932	114,932	-	0%
4043 - Setup & A/V charges-All parties	5,406	3,189	2,076	2,076	-	0%
4090 - Tenant Rent	21,672	19,866	21,672	21,672	-	0%
4095 - Miscellaneous Income	70	54	318	318	-	0%
Total Revenue	312,896	274,410	254,266	254,266	-	0%
Expenses						
Program Services						
5070 - Equipment Rental	4,597	3,020	3,416	3,416	-	0%
5075 - Food & Bev-external costs only	141,394	113,038	103,105	103,105	-	0%
5079 - Soft Drinks	8,807	10,189	8,091	8,091	-	0%
Total Program Services Expenses	154,797	126,247	114,612	114,612	-	0%
Salaries & Benefits						
5510 - Salaries/Wages	92,058	105,730	111,418	116,989	5,571	5%
5605 - Payroll Taxes	7,906	8,012	8,759	9,197	438	5%
5610 - Health Insurance	10,519	12,648	13,995	16,556	2,561	18%
5630 - Dental Insurance	666	811	878	911	33	4%
5640 - Life & LTD Insurance	726	736	727	727	-	0%
5650 - Retirement Plan Contributions	7,610	7,826	9,852	10,344	493	5%
5655 - Retirement Plan Fees & Costs	685	1,325	1,471	1,471	-	0%
5660 - Training/Development	-	-	750	750	-	0%
Total Salaries/Benefit Expenses	120,169	137,087	147,850	156,945	9,096	6%
General & Administrative						
7025 - Office Supplies	3,984	1,088	567	567	-	0%
7033 - Operating Meeting Supplies	21,376	22,235	22,655	22,655	-	0%
7035 - Postage/Mailing, net	3,609	5,223	1,008	1,008	-	0%
7040 - Copy/Printing Expense	2,423	3,837	3,908	3,908	-	0%
7041 - Copy/Print revenue	(24,010)	(27,630)	(26,093)	(26,093)	-	0%
7055 - Computer Supplies & Small Equip	173	66	-	-	-	#DIV/0!
7100 - Telephone	3,583	5,116	7,977	7,977	-	0%
7140 - Credit Card Merchant Fees	21	6	19	19	-	0%
7190 - Lease Interest Expense	1,051	647	647	647	-	0%
7191 - Lease Sales Tax Expense	282	592	704	704	-	0%
Total General & Administrative Expenses	12,931	11,180	11,392	11,392	-	0%
In Kind Expenses						
7103 - InKind Contrib-UDR & all other	32,391	25,010	19,967	20,965	998	5%
Building Overhead						
6015 - Janitorial Expense	15,972	14,971	14,912	15,657	746	5%
6020 - Heat	12,198	8,809	8,594	9,024	430	5%
6025 - Electricity	25,289	24,086	24,168	25,376	1,208	5%
6030 - Water/Sewer	2,268	2,185	2,620	2,752	131	5%
6035 - Outside Maintenance	10,497	6,441	4,448	4,671	222	5%
6040 - Building Repairs	2,634	7,253	12,590	13,220	630	5%
6045 - Bldg Mtncn Contracts	19,835	20,576	19,597	20,577	980	5%
6050 - Bldg Mtncn Supplies	1,289	1,140	1,433	1,505	72	5%
6055 - Real Property Taxes	11,918	15,437	16,026	16,828	801	5%
6060 - Personal Property Taxes	288	287	309	324	15	5%
6065 - Bldg Insurance/Fees	6,699	12,534	9,597	10,077	480	5%
6070 - Building & Improvements Depre	28,446	26,609	26,547	28,670	2,124	8%
6075 - Furniture & Fixtures Depre	7,870	7,790	7,757	8,378	621	8%
7065 - Computers, Equip & Sftwre Depre	64,837	80,666	83,356	90,024	6,668	8%
Total Building Overhead Expenses	210,042	228,785	231,954	247,082	15,127	7%
Total Expenses	530,330	528,309	525,774	550,996	25,222	5%
Net Profit (Loss)	\$ (217,435)	\$ (253,900)	\$ (271,508)	\$ (296,730)	\$ (25,222)	9%

Utah State Bar
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Based on Actual Results through 2/28/17
06 - Office of Prof Conduct

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4095 · Miscellaneous Income	1,412	3,182	3,023	2,000	(1,023)	-34%
4200 · Seminar Profit/Loss	11,270	11,685	13,679	10,000	(3,679)	-27%
Total Revenue	12,682	14,866	16,701	12,000	(4,701)	-28%
Expenses						
Program Services						
5002 · Meeting facility-internal only	3,885	3,775	1,270	1,500	230	18%
5015 · Investigations	12	-	-	-	-	#DIV/0!
5040 · Witness & Hearing Expense	1,656	7,187	14,494	10,000	(4,494)	-31%
5041 · Process Serving	1,126	2,380	896	1,200	304	34%
5046 · Court Reporting	-	847	847	850	3	0%
5070 · Equipment Rental	160	-	-	-	-	#DIV/0!
5075 · Food & Bev-external costs only	243	-	-	-	-	#DIV/0!
5076 · Food & beverage - internal only	4,343	1,903	414	2,000	1,586	383%
5702 · Travel - Lodging	6,172	2,501	6,176	3,684	(2,492)	-40%
5703 · Travel - Transportation/Parking	4,138	1,683	2,731	732	(1,999)	-73%
5704 · Travel - Mileage Reimbursement	2,391	3,070	1,189	1,916	727	61%
5705 · Travel - Per Diems	2,617	1,897	1,118	1,278	161	14%
5805 · ABA Annual Meeting	3,884	-	-	5,342	5,342	#DIV/0!
5810 · ABA Mid Year Meeting	-	2,292	3,663	5,580	1,917	52%
Total Program Services Expenses	30,627	27,535	32,797	34,082	1,285	4%
Salaries & Benefits						
5510 · Salaries/Wages	779,638	837,575	865,743	909,030	43,287	5%
5605 · Payroll Taxes	57,303	61,827	63,722	66,908	3,186	5%
5610 · Health Insurance	67,207	80,148	85,276	77,112	(8,164)	-10%
5630 · Dental Insurance	4,417	5,437	5,926	6,661	735	12%
5640 · Life & LTD Insurance	6,541	6,137	5,970	5,970	-	0%
5650 · Retirement Plan Contributions	68,743	74,330	85,291	89,556	4,265	5%
5655 · Retirement Plan Fees & Costs	7,423	7,248	7,153	7,153	-	0%
5660 · Training/Development	3,877	2,746	6,681	3,850	(2,831)	-42%
Total Salaries/Benefit Expenses	995,150	1,075,447	1,125,762	1,166,240	40,478	4%
General & Administrative						
7025 · Office Supplies	10,608	6,129	5,333	5,333	-	0%
7035 · Postage/Mailing, net	6,059	7,515	6,596	6,596	-	0%
7040 · Copy/Printing Expense	18,182	20,183	18,520	18,520	-	0%
7045 · Internet Service	-	294	-	-	-	#DIV/0!
7050 · Computer Maintenance	-	235	2,118	2,118	-	0%
7055 · Computer Supplies & Small Equip	3,866	965	162	162	-	0%
7089 · Membership Database Fees	24,355	6,781	6,848	6,848	-	0%
7100 · Telephone	7,322	10,906	17,519	17,519	-	0%
7105 · Advertising	75	75	-	-	-	#DIV/0!
7106 · Public Notification	861	2,050	1,455	1,455	-	0%
7110 · Publications/Subscriptions	9,223	9,171	11,191	11,191	-	0%
7120 · Membership/Dues	3,915	4,091	4,430	4,430	-	0%
7150 · E&O/Off & Dir Insurance	13,078	12,944	12,893	13,537	645	5%
7176 · Bar Litigation	-	-	244	244	-	0%
7178 · Offsite Storage/Backup	3,084	3,688	3,913	4,000	87	2%
7195 · Other Gen & Adm Expense	157	39	800	800	-	0%
Total General & Administrative Expenses	100,785	85,068	92,022	92,754	732	1%
Building Overhead						
6015 · Janitorial Expense	6,508	6,166	6,141	6,448	307	5%
6020 · Heat	4,967	3,628	3,539	3,716	177	5%
6025 · Electricity	10,305	9,919	9,953	10,450	498	5%
6030 · Water/Sewer	924	900	1,079	1,133	54	5%
6035 · Outside Maintenance	4,270	2,653	1,832	1,924	92	5%
6040 · Building Repairs	1,509	2,987	5,185	5,444	259	5%
6045 · Bldg Mtncn Contracts	8,089	8,474	8,070	8,474	404	5%
6050 · Bldg Mtncn Supplies	525	469	590	620	30	5%
6065 · Bldg Insurance/Fees	2,730	5,162	3,952	4,150	198	5%
6070 · Building & Improvements Depre	11,591	10,958	10,933	11,807	875	8%
6075 · Furniture & Fixtures Depre	3,207	3,208	3,195	3,450	256	8%

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06 - Office of Prof Conduct

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
7065 - Computers, Equip & Sftwre Depr	26,447	33,220	34,328	37,074	2,746	8%
Total Building Overhead Expenses	81,072	87,743	88,797	94,690	5,893	7%
Total Expenses	1,207,634	1,275,793	1,339,377	1,387,766	48,389	4%
Net Profit (Loss)	\$ (1,194,952)	\$ (1,260,927)	\$ (1,322,676)	\$ (1,375,766)	\$ (53,090)	4%

Utah State Bar
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Based on Actual Results through 2/28/17
07 - General Counsel

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Expenses						
Program Services						
5002 · Meeting facility-Internal only	-	1,593	4,280	5,000	720	17%
5015 · Investigations	-	30	76	200	124	164%
5040 · Witness & Hearing Expense	-	256	(119)	(300)	(181)	151%
5075 · Food & Bev-external costs only	111	204	-	-	-	#DIV/0!
5076 · Food & beverage - internal only	-	648	2,714	2,714	-	0%
5702 · Travel - Lodging	1,621	-	1,341	1,700	359	27%
5703 · Travel - Transportation/Parking	1,444	-	528	638	110	21%
5705 · Travel - Per Diems	-	204	204	335	131	64%
5706 · Travel - Meals	145	-	-	-	-	#DIV/0!
5810 · ABA Mid Year Meeting	-	-	1,410	2,273	863	61%
Total Program Services Expenses	3,321	2,934	10,434	12,560	2,127	20%
Salaries & Benefits						
5510 · Salaries/Wages	127,064	157,437	163,866	172,059	8,193	5%
5605 · Payroll Taxes	9,922	10,852	11,836	12,428	592	5%
5610 · Health Insurance	8,124	11,441	12,915	12,020	(895)	-7%
5630 · Dental Insurance	182	334	439	456	17	4%
5640 · Life & LTD Insurance	864	1,004	1,126	1,126	-	0%
5650 · Retirement Plan Contributions	13,987	12,313	13,922	14,618	696	5%
5655 · Retirement Plan Fees & Costs	365	711	891	891	-	0%
5660 · Training/Development	840	399	1,045	1,625	580	56%
Total Salaries/Benefit Expenses	161,347	194,491	206,040	215,223	9,183	4%
General & Administrative						
7025 · Office Supplies	132	812	395	395	-	0%
7035 · Postage/Mailing, net	89	304	763	763	-	0%
7040 · Copy/Printing Expense	342	1,253	1,213	1,213	-	0%
7050 · Computer Maintenance	-	157	1,412	1,412	-	0%
7055 · Computer Supplies & Small Equip	-	650	2,253	2,253	-	0%
7100 · Telephone	1,208	1,816	2,920	2,920	-	0%
7110 · Publications/Subscriptions	610	1,387	1,606	1,606	-	0%
7120 · Membership/Dues	510	1,428	1,064	1,064	-	0%
7150 · E&O/Off & Dir Insurance	3,979	3,684	3,669	3,853	183	5%
7176 · Bar Litigation	13,117	19,207	17,806	15,000	(2,806)	-16%
7177 · UPL	2,548	2,747	10,377	10,000	(377)	-4%
Total General & Administrative Expenses	22,536	33,521	43,479	40,480	(2,999)	-7%
Building Overhead						
6015 · Janitorial Expense	1,253	1,187	1,182	1,241	59	5%
6020 · Heat	956	698	681	715	34	5%
6025 · Electricity	1,984	1,910	1,916	2,012	96	5%
6030 · Water/Sewer	178	173	208	218	10	5%
6035 · Outside Maintenance	822	511	353	370	18	5%
6040 · Building Repairs	206	575	998	1,048	50	5%
6045 · Bldg Mtncn Contracts	1,557	1,631	1,554	1,631	78	5%
6050 · Bldg Mtncn Supplies	101	90	114	119	6	5%
6065 · Bldg Insurance/Fees	525	994	761	799	38	5%
6070 · Building & Improvements Depre	2,231	2,110	2,105	2,273	168	8%
6075 · Furniture & Fixtures Depre	617	618	615	664	49	8%
7065 · Computers, Equip & Sftwre Depr	5,091	6,395	6,608	7,137	529	8%
Total Building Overhead Expenses	15,523	16,892	17,094	18,229	1,135	7%
Total Expenses	202,728	247,838	277,047	286,492	9,445	3%
Net Profit (Loss)	\$ (202,728)	\$ (247,838)	\$ (277,047)	\$ (286,492)	\$ (9,445)	3%

Utah State Bar
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Based on Actual Results through 2/28/17
08 - Computer/MIS/Internet

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Expenses						
Program Services						
5075 · Food & Bev-external costs only	-	101	162	162	-	0%
5702 · Travel - Lodging	-	1,247	3,493	3,493	-	0%
5703 · Travel - Transportation/Parking	2,094	847	3,369	3,369	-	0%
5704 · Travel - Mileage Reimbursement	-	303	-	-	-	#DIV/0!
5705 · Travel - Per Diems	178	224	-	-	-	#DIV/0!
5805 · ABA Annual Meeting	-	460	460	460	-	0%
5810 · ABA Mid Year Meeting	-	2,260	228	228	-	0%
Total Program Services Expenses	2,272	5,440	7,713	7,713	-	0%
Salaries & Benefits						
5510 · Salaries/Wages	112,343	114,363	120,369	126,388	6,018	5%
5605 · Payroll Taxes	7,437	7,816	8,419	8,840	421	5%
5610 · Health Insurance	8,594	11,924	12,288	11,731	(557)	-5%
5630 · Dental Insurance	545	730	842	911	69	8%
5640 · Life & LTD Insurance	971	1,007	977	977	-	0%
5650 · Retirement Plan Contributions	10,717	11,159	9,846	10,339	492	5%
5655 · Retirement Plan Fees & Costs	1,342	1,551	1,316	1,316	-	0%
5660 · Training/Development	-	1,245	4,275	4,275	-	0%
Total Salaries/Benefit Expenses	141,948	149,795	158,331	164,775	6,444	4%
General & Administrative						
7025 · Office Supplies	188	681	1,437	1,437	-	0%
7040 · Copy/Printing Expense	-	-	85	85	-	0%
7045 · Internet Service	14,410	3,196	8,032	8,032	-	0%
7050 · Computer Maintenance	12,821	9,195	1,412	37,412	36,000	2549%
7055 · Computer Supplies & Small Equip	12,017	7,774	1,917	1,917	-	0%
7089 · Membership Database Fees	-	332	1,216	1,216	-	0%
7100 · Telephone	3,779	2,101	3,924	3,924	-	0%
7105 · Advertising	-	-	75	75	-	0%
7110 · Publications/Subscriptions	1,070	2,248	2,482	2,482	-	0%
7120 · Membership/Dues	-	496	372	372	-	0%
7135 · Bank Service Charges	-	39	-	-	-	#DIV/0!
7175 · O/S Consultants	3,000	6,765	750	750	-	0%
Total General & Administrative Expenses	47,284	32,827	21,702	57,702	36,000	166%
Building Overhead						
6015 · Janitorial Expense	597	565	563	591	28	5%
6020 · Heat	455	333	325	341	16	5%
6025 · Electricity	945	910	913	958	46	5%
6030 · Water/Sewer	85	83	99	104	5	5%
6035 · Outside Maintenance	392	243	168	176	8	5%
6040 · Building Repairs	98	274	475	499	24	5%
6045 · Bldg Mtncn Contracts	742	777	740	777	37	5%
6050 · Bldg Mtncn Supplies	48	43	54	57	3	5%
6065 · Bldg Insurance/Fees	250	473	362	381	18	5%
6070 · Building & Improvements Depre	1,063	1,005	1,002	1,083	80	8%
6075 · Furniture & Fixtures Depre	294	294	293	316	23	8%
7065 · Computers, Equip & Sftwre Depr	2,425	3,046	3,148	3,399	252	8%
Total Building Overhead Expenses	7,394	8,045	8,142	8,683	540	7%
Total Expenses	198,898	196,108	195,888	238,872	42,985	22%
Net Profit (Loss)	\$ (198,898)	\$ (196,108)	\$ (195,888)	\$ (238,872)	\$ (42,985)	22%

Utah State Bar
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Based on Actual Results through 2/28/17
CLE

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4051 · Meeting - Registration	140	-	-	-	-	#DIV/0!
4052 · Meeting - Sponsor Revenue	12,250	43,150	25,000	25,000	-	0%
4053 · Meeting - Vendor Revenue	1,000	-	-	-	-	#DIV/0!
4054 · Meeting - Material Sales	-	15	-	-	-	#DIV/0!
4081 · CLE - Registrations	494,596	465,369	489,236	450,000	(39,236)	-8%
4082 · CLE - Video Library Sales	143,725	69,529	101,005	100,000	(1,005)	-1%
4083 · CLE - Material Sales	560	-	-	-	-	#DIV/0!
4084 · Business Law Book Sales	-	12,825	10,500	-	(10,500)	-100%
4095 · Miscellaneous Income	-	-	9,050	-	(9,050)	-100%
4200 · Seminar Profit/Loss	(4,209)	(20,518)	(12,615)	(10,000)	2,615	-21%
Total Revenue	648,062	570,370	622,175	565,000	(57,175)	-9%
Expenses						
Program Services						
5001 · Meeting Facility-external only	22,426	13,098	18,204	18,204	-	0%
5002 · Meeting facility-internal only	10,948	10,161	10,063	10,063	-	0%
5030 · Speaker Fees & Expenses	12,259	23,042	25,953	28,000	2,047	8%
5031 · Speaker Reimb. - Receipt Req'd	9,960	9,055	8,877	9,000	123	1%
5035 · Awards	-	1,441	1,441	1,441	-	0%
5037 · Grants/ contributions - general	-	8,250	500	500	-	0%
5045 · Bar Anniversary	-	244	251	251	-	0%
5060 · Program Special Activities	-	5,575	2,025	2,025	-	0%
5063 · Special Event Expense	3,984	(210)	8,806	8,806	-	0%
5064 · MCLE Fees Paid	29,752	28,404	29,618	25,000	(4,618)	-16%
5070 · Equipment Rental	5,293	9,772	12,848	10,000	(2,848)	-22%
5075 · Food & Bev-external costs only	71,911	139,489	169,943	145,000	(24,943)	-15%
5076 · Food & beverage - internal only	31,234	28,956	27,728	25,000	(2,728)	-10%
5079 · Soft Drinks	1,257	-	-	-	-	#DIV/0!
5085 · Misc. Program Expense	12,400	10,263	10,631	10,631	-	0%
5702 · Travel - Lodging	4,025	5,939	11,090	6,000	(5,090)	-46%
5703 · Travel - Transportation/Parking	3,268	1,626	3,114	2,000	(1,114)	-36%
5704 · Travel - Mileage Reimbursement	41	512	2,535	1,000	(1,535)	-61%
5705 · Travel - Per Diems	640	266	627	500	(127)	-20%
5706 · Travel - Meals	-	-	78	78	-	0%
5960 · Overhead Allocation - Seminars	8,212	5,697	(13,654)	(12,000)	1,654	-12%
5970 · Event Revenue Sharing - 3rd Pty	83,792	79,988	58,592	60,000	1,408	2%
Total Program Services Expenses	311,401	381,567	389,268	351,498	(37,770)	-10%
Salaries & Benefits						
5510 · Salaries/Wages	83,964	88,275	83,002	87,152	4,150	5%
5605 · Payroll Taxes	6,187	6,926	6,609	6,940	330	5%
5610 · Health Insurance	8,144	12,648	14,658	19,341	4,683	32%
5630 · Dental Insurance	514	811	878	911	33	4%
5640 · Life & LTD Insurance	841	900	888	888	-	0%
5650 · Retirement Plan Contributions	6,707	7,268	8,174	8,583	409	5%
5655 · Retirement Plan Fees & Costs	1,011	1,255	1,471	1,471	-	0%
5660 · Training/Development	1,621	1,630	2,755	1,950	(805)	-29%
Total Salaries/Benefit Expenses	108,989	119,713	118,436	127,236	8,800	7%
General & Administrative						
7025 · Office Supplies	631	318	809	809	-	0%
7033 · Operating Meeting Supplies	-	64	108	108	-	0%
7035 · Postage/Mailing, net	5,536	12,647	6,679	6,679	-	0%
7040 · Copy/Printing Expense	39,960	28,348	31,802	31,802	-	0%
7045 · Internet Service	574	544	365	365	-	0%
7050 · Computer Maintenance	-	157	1,412	1,412	-	0%
7055 · Computer Supplies & Small Equip	2,909	800	1,104	1,104	-	0%
7089 · Membership Database Fees	16,552	728	1,443	1,443	-	0%
7095 · Fax Equip & Supplies	-	970	-	-	-	#DIV/0!
7100 · Telephone	3,180	3,138	3,773	3,773	-	0%
7120 · Membership/Dues	245	255	255	255	-	0%

Utah State Bar
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CLE

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
7140 · Credit Card Merchant Fees	16,771	13,350	12,279	12,279	-	0%
7175 · O/S Consultants	-	-	125	125	-	0%
7195 · Other Gen & Adm Expense	225	307	-	-	-	#DIV/0!
Total General & Administrative Expenses	86,582	61,625	60,153	60,153	-	0%
Building Overhead						
6015 · Janitorial Expense	906	858	855	898	43	5%
6020 · Heat	691	505	493	517	25	5%
6025 · Electricity	1,435	1,381	1,386	1,455	69	5%
6030 · Water/Sewer	129	125	150	158	8	5%
6035 · Outside Maintenance	594	369	255	268	13	5%
6040 · Building Repairs	149	416	722	758	36	5%
6045 · Bldg Mtnce Contracts	1,126	1,180	1,124	1,180	56	5%
6050 · Bldg Mtnce Supplies	73	65	82	86	4	5%
6055 · Real Property Taxes	8,939	11,578	12,020	12,621	601	5%
6060 · Personal Property Taxes	216	215	231	243	12	5%
6065 · Bldg Insurance/Fees	380	719	550	578	28	5%
6070 · Building & Improvements Depr	1,614	1,526	1,522	1,644	122	8%
6075 · Furniture & Fixtures Depr	447	447	445	480	36	8%
7065 · Computers, Equip & Sftwre Depr	3,682	4,625	4,779	5,162	382	8%
Total Building Overhead Expenses	20,381	24,009	24,614	26,047	1,433	6%
Total Expenses	527,352	586,914	592,471	564,934	(27,537)	-5%
Net Profit (Loss)	\$ 120,710	\$ (16,544)	\$ 29,705	\$ 66	\$ (29,639)	-100%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
10 - Summer Convention

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4051 · Meeting - Registration	66,093	164,995	156,612	216,000	59,388	38%
4052 · Meeting - Sponsor Revenue	22,350	18,650	20,000	25,000	5,000	25%
4053 · Meeting - Vendor Revenue	11,750	11,500	10,600	12,000	1,400	13%
4054 · Meeting - Material Sales	275	-	-	-	-	#DIV/0!
4055 · Meeting - Sp Ev Registration	8,138	3,301	1,800	3,500	1,700	94%
4095 · Miscellaneous Income	6,342	-	-	-	-	#DIV/0!
Total Revenue	114,948	198,446	189,012	256,500	67,488	36%
Expenses						
Program Services						
5001 · Meeting Facility-external only	8,660	20,741	-	22,000	22,000	#DIV/0!
5002 · Meeting facility-internal only	848	1,110	1,153	1,100	(53)	-5%
5030 · Speaker Fees & Expenses	11,915	1,213	-	5,000	5,000	#DIV/0!
5031 · Speaker Reimb. - Receipt Req'd	-	711	1,163	-	(1,163)	-100%
5063 · Special Event Expense	6,474	806	2,399	2,000	(399)	-17%
5064 · MCLE Fees Paid	2,351	4,486	4,094	4,500	407	10%
5070 · Equipment Rental	18,688	6,381	26,731	6,700	(20,031)	-75%
5075 · Food & Bev-external costs only	118,897	123,269	102,648	124,000	21,352	21%
5076 · Food & beverage - internal only	1,399	2,621	2,819	2,600	(219)	-8%
5085 · Misc. Program Expense	-	1,079	1,358	1,100	(258)	-19%
5702 · Travel - Lodging	5,835	11,613	5,190	11,600	6,410	124%
5703 · Travel - Transportation/Parking	1,585	927	1,759	1,600	(159)	-9%
5704 · Travel - Mileage Reimbursement	3,547	2,376	231	2,400	2,169	939%
5705 · Travel - Per Diems	1,134	1,969	-	2,000	2,000	#DIV/0!
5815 · Commission/Education	-	350	-	-	-	#DIV/0!
5960 · Overhead Allocation - Seminars	-	-	20,000	20,000	-	0%
Total Program Services Expenses	181,332	179,651	169,545	206,600	37,055	22%
Salaries & Benefits						
5510 · Salaries/Wages	28,984	30,211	23,450	30,000	6,550	28%
5605 · Payroll Taxes	2,197	2,222	1,730	2,200	470	27%
5650 · Retirement Plan Contributions	2,833	2,889	2,338	3,000	662	28%
Total Salaries/Benefit Expenses	34,014	35,323	27,519	35,200	7,681	28%
General & Administrative						
7025 · Office Supplies	104	217	-	200	200	#DIV/0!
7035 · Postage/Mailing, net	3,558	88	34	88	54	161%
7040 · Copy/Printing Expense	10,406	3,595	6,532	4,000	(2,532)	-39%
7045 · Internet Service	-	-	45	-	(45)	-100%
7089 · Membership Database Fees	-	4,000	4,000	4,000	-	0%
7100 · Telephone	262	375	631	400	(231)	-37%
7140 · Credit Card Merchant Fees	1,719	3,751	3,291	4,000	709	22%
Total General & Administrative Expenses	16,051	12,051	14,532	12,688	(1,844)	-13%
Building Overhead						
6015 · Janitorial Expense	181	172	171	180	9	5%
6020 · Heat	138	101	99	103	5	5%
6025 · Electricity	287	276	277	291	14	5%
6030 · Water/Sewer	26	25	30	32	2	5%
6035 · Outside Maintenance	119	74	51	54	3	5%
6040 · Building Repairs	30	83	144	152	7	5%
6045 · Bldg Mtncn Contracts	225	236	225	236	11	5%
6050 · Bldg Mtncn Supplies	15	13	16	17	1	5%
6065 · Bldg Insurance/Fees	76	144	110	116	6	5%
6070 · Building & Improvements Depre	323	305	304	329	24	8%
6075 · Furniture & Fixtures Depre	89	89	89	96	7	8%
7065 · Computers, Equip & Sftwre Depre	736	925	956	1,032	76	8%
Total Building Overhead Expenses	2,245	2,443	2,473	2,637	164	7%
Total Expenses	233,641	229,468	214,069	257,125	43,056	20%
Net Profit (Loss)	\$ (118,693)	\$ (31,023)	\$ (25,057)	\$ (625)	\$ 24,432	-98%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
11 - Fall Forum

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4051 · Meeting - Registration	85,910	96,242	106,861	101,000	(5,861)	-5%
4052 · Meeting - Sponsor Revenue	500	15,000	10,000	-	(10,000)	-100%
4053 · Meeting - Vendor Revenue	12,675	9,600	12,025	10,000	(2,025)	-17%
4055 · Meeting - Sp Ev Registration	(161)	150	375	-	(375)	-100%
4095 · Miscellaneous Income	1,215	-	-	-	-	#DIV/0!
Total Revenue	100,139	120,992	129,261	111,000	(18,261)	-14%
Expenses						
Program Services						
5001 · Meeting Facility-external only	8,684	3,250	3,200	6,000	2,800	87%
5002 · Meeting facility-internal only	263	875	-	700	700	#DIV/0!
5030 · Speaker Fees & Expenses	2,294	13,000	36,710	12,000	(24,710)	-67%
5031 · Speaker Reimb. - Receipt Req'd	-	2,118	652	-	(652)	-100%
5035 · Awards	-	433	361	-	(361)	-100%
5063 · Special Event Expense	1,454	-	-	-	-	#DIV/0!
5064 · MCLE Fees Paid	3,758	4,006	4,110	4,000	(110)	-3%
5070 · Equipment Rental	6,996	14,864	11,992	6,000	(5,992)	-50%
5075 · Food & Bev-external costs only	36,328	74,543	59,879	40,000	(19,879)	-33%
5076 · Food & beverage - internal only	307	12	-	-	-	#DIV/0!
5085 · Misc. Program Expense	-	-	39	-	(39)	-100%
5703 · Travel - Transportation/Parking	833	259	-	-	-	#DIV/0!
5704 · Travel - Mileage Reimbursement	-	682	-	-	-	#DIV/0!
5960 · Overhead Allocation - Seminars	-	-	15,000	15,000	-	0%
Total Program Services Expenses	60,917	114,042	131,943	83,700	(48,243)	-37%
Salaries & Benefits						
5510 · Salaries/Wages	14,418	9,833	10,729	11,000	271	3%
5605 · Payroll Taxes	1,100	715	790	800	10	1%
5650 · Retirement Plan Contributions	1,427	883	1,028	1,200	172	17%
Total Salaries/Benefit Expenses	16,945	11,431	12,547	13,000	453	4%
General & Administrative						
7025 · Office Supplies	240	442	-	300	300	#DIV/0!
7035 · Postage/Mailing, net	97	3,180	75	100	25	34%
7040 · Copy/Printing Expense	4,066	5,402	5,413	5,400	(13)	0%
7089 · Membership Database Fees	-	4,000	4,000	4,000	-	0%
7100 · Telephone	181	280	438	200	(238)	-54%
7140 · Credit Card Merchant Fees	1,697	2,298	2,760	1,800	(960)	-35%
7195 · Other Gen & Adm Expense	-	-	-	100	100	#DIV/0!
Total General & Administrative Expenses	6,282	15,602	12,685	11,950	(735)	-6%
Building Overhead						
6015 · Janitorial Expense	181	172	171	180	9	5%
6020 · Heat	138	101	99	103	5	5%
6025 · Electricity	287	276	277	291	14	5%
6030 · Water/Sewer	26	25	30	32	2	5%
6035 · Outside Maintenance	119	74	51	54	3	5%
6040 · Building Repairs	30	83	144	152	7	5%
6045 · Bldg Mtncce Contracts	225	236	225	236	11	5%
6050 · Bldg Mtncce Supplies	15	13	16	17	1	5%
6065 · Bldg Insurance/Fees	76	144	110	116	6	5%
6070 · Building & Improvements Depre	323	305	304	329	24	8%
6075 · Furniture & Fixtures Depre	89	89	89	96	7	8%
7065 · Computers, Equip & Sftwre Depre	736	925	956	1,032	76	8%
Total Building Overhead Expenses	2,245	2,443	2,473	2,637	164	7%
Total Expenses	86,389	143,518	159,648	111,287	(48,361)	-30%
Net Profit (Loss)	\$ 13,750	\$ (22,526)	\$ (30,387)	\$ (287)	\$ 30,100	-99%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
12 - Spring Convention

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4051 · Meeting - Registration	95,726	104,053	126,000	115,000	(11,000)	-9%
4052 · Meeting - Sponsor Revenue	14,750	14,850	17,650	17,000	(650)	-4%
4053 · Meeting - Vendor Revenue	11,050	10,450	12,000	12,000	-	0%
4055 · Meeting - Sp Ev Registration	2,417	2,917	3,200	3,200	-	0%
Total Revenue	123,943	132,270	158,850	147,200	(11,650)	-7%
Expenses						
Program Services						
5001 · Meeting Facility-external only	6,527	8,165	8,240	8,500	260	3%
5002 · Meeting facility-internal only	350	438	598	600	3	0%
5030 · Speaker Fees & Expenses	5,100	5,000	6,000	6,000	-	0%
5031 · Speaker Reimb. - Receipt Req'd	2,435	3,023	3,023	3,000	(23)	-1%
5035 · Awards	144	-	72	-	(72)	-100%
5060 · Program Special Activities	-	250	250	250	-	0%
5063 · Special Event Expense	2,068	6,200	6,325	6,300	(25)	0%
5064 · MCLE Fees Paid	3,706	3,971	4,500	4,000	(500)	-11%
5070 · Equipment Rental	3,391	2,798	3,500	3,500	-	0%
5075 · Food & Bev-external costs only	34,270	31,384	35,000	36,400	1,400	4%
5076 · Food & beverage - internal only	1,114	1,022	1,500	1,100	(400)	-27%
5085 · Misc. Program Expense	332	988	1,000	900	(100)	-10%
5702 · Travel - Lodging	6,948	4,790	3,146	5,000	1,854	59%
5704 · Travel - Mileage Reimbursement	2,769	2,340	2,000	2,500	500	25%
5705 · Travel - Per Diems	620	537	402	600	198	49%
5960 · Overhead Allocation - Seminars	-	-	15,000	15,000	-	0%
5970 · Event Revenue Sharing - 3rd Pty	897	-	-	-	-	#DIV/0!
Total Program Services Expenses	70,672	70,906	90,556	93,650	3,094	3%
Salaries & Benefits						
5510 · Salaries/Wages	16,360	13,159	16,000	16,800	800	5%
5605 · Payroll Taxes	1,280	1,004	1,200	1,260	60	5%
5650 · Retirement Plan Contributions	1,451	1,297	1,600	1,680	80	5%
Total Salaries/Benefit Expenses	19,090	15,460	18,800	19,740	940	5%
General & Administrative						
7025 · Office Supplies	51	217	628	600	(28)	-4%
7033 · Operating Meeting Supplies	-	-	430	430	-	0%
7035 · Postage/Mailing, net	10	22	23	22	(1)	-5%
7040 · Copy/Printing Expense	2,751	5,332	6,331	4,600	(1,731)	-27%
7045 · Internet Service	425	-	-	-	-	#DIV/0!
7055 · Computer Supplies & Small Equip	-	90	90	-	(90)	-100%
7089 · Membership Database Fees	4,000	-	-	4,000	4,000	#DIV/0!
7100 · Telephone	184	273	478	478	-	0%
7140 · Credit Card Merchant Fees	2,146	2,403	2,765	2,750	(15)	-1%
7195 · Other Gen & Adm Expense	642	-	-	-	-	#DIV/0!
Total General & Administrative Expenses	10,208	8,337	10,746	12,880	2,134	20%
Building Overhead						
6015 · Janitorial Expense	181	172	171	180	9	5%
6020 · Heat	138	101	99	103	5	5%
6025 · Electricity	287	276	277	291	14	5%
6030 · Water/Sewer	26	25	30	32	2	5%
6035 · Outside Maintenance	119	74	51	54	3	5%
6040 · Building Repairs	30	83	144	152	7	5%
6045 · Bldg Mtncn Contracts	225	236	225	236	11	5%
6050 · Bldg Mtncn Supplies	15	13	16	17	1	5%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
12 - Spring Convention

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
6065 · Bldg Insurance/Fees	76	144	110	116	6	5%
6070 · Building & Improvements Depre	323	305	304	329	24	8%
6075 · Furniture & Fixtures Depre	89	89	89	96	7	8%
7065 · Computers, Equip & Sftwre Depr	736	925	956	1,032	76	8%
Total Building Overhead Expenses	2,245	2,443	2,473	2,637	164	7%
Total Expenses	102,215	97,146	122,575	128,907	6,332	5%
Net Profit (Loss)	\$ 21,728	\$ 35,124	\$ 36,275	\$ 18,293	\$ (17,982)	-50%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
13 - Bar Journal

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4061 · Advertising Revenue	130,162	141,648	129,373	129,373	-	0%
4062 · Subscriptions	240	150	60	61	1	2%
4071 · Mem Benefits - Lexis	-	-	833	-	(833)	-100%
4072 · Royalty Inc - Bar J, MBNA, LM,M	5,712	5,522	7,026	5,000	(2,026)	-29%
Total Revenue	136,114	147,319	137,292	134,434	(2,858)	-2%
Expenses						
Program Services						
5002 · Meeting facility-internal only	1,050	963	1,015	1,015	-	0%
5076 · Food & beverage - internal only	2,870	2,966	2,546	2,500	(46)	-2%
5085 · Misc. Program Expense	-	-	21	-	(21)	-100%
5090 · Commission Expense	24,022	23,973	23,558	23,558	-	0%
Total Program Services Expenses	27,941	27,901	27,141	27,073	(67)	0%
Salaries & Benefits						
5510 · Salaries/Wages	25,038	23,109	23,382	24,551	1,169	5%
5605 · Payroll Taxes	1,822	1,657	1,622	1,703	81	5%
5610 · Health Insurance	2,865	3,162	3,392	3,692	300	9%
5630 · Dental Insurance	182	203	219	228	8	4%
5640 · Life & LTD Insurance	221	203	202	202	-	0%
5650 · Retirement Plan Contributions	2,466	2,301	2,301	2,416	115	5%
5655 · Retirement Plan Fees & Costs	314	384	368	368	-	0%
5660 · Training/Development	-	-	125	125	-	0%
Total Salaries/Benefit Expenses	32,907	31,020	31,611	33,284	1,673	5%
General & Administrative						
7025 · Office Supplies	37	1	8	8	-	0%
7035 · Postage/Mailing, net	29,072	29,138	24,725	24,725	-	0%
7040 · Copy/Printing Expense	86,603	76,797	70,403	70,403	-	0%
7045 · Internet Service	54	16	92	92	-	0%
7055 · Computer Supplies & Small Equip	236	54	-	-	-	#DIV/0!
7100 · Telephone	301	453	729	729	-	0%
7138 · Bad debt expense	-	1,890	1,890	1,890	-	0%
7140 · Credit Card Merchant Fees	250	215	425	425	-	0%
Total General & Administrative Expenses	116,553	108,564	98,271	98,271	-	0%
Building Overhead						
6015 · Janitorial Expense	119	112	112	118	6	5%
6020 · Heat	91	66	65	68	3	5%
6025 · Electricity	188	181	182	191	9	5%
6030 · Water/Sewer	17	16	20	21	1	5%
6035 · Outside Maintenance	78	48	33	35	2	5%
6040 · Building Repairs	20	54	95	99	5	5%
6045 · Bldg Mtncs Contracts	148	155	147	155	7	5%
6050 · Bldg Mtncs Supplies	10	9	11	11	1	5%
6065 · Bldg Insurance/Fees	50	94	72	76	4	5%
6070 · Building & Improvements Depre	211	200	199	215	16	8%
6075 · Furniture & Fixtures Depre	58	59	58	63	5	8%
7065 · Computers, Equip & Sftwre Depr	482	606	626	676	50	8%
Total Building Overhead Expenses	1,471	1,601	1,620	1,728	108	7%
Total Expenses	178,872	169,086	158,643	160,356	1,713	1%
Net Profit (Loss)	\$ (42,759)	\$ (21,766)	\$ (21,350)	\$ (25,921)	\$ (4,571)	21%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
14 - Committees

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4093 · Law Day Revenue	5,145	6,380	6,380	6,000	(380)	-6%
4095 · Miscellaneous Income	10	50	50	50	-	0%
Total Revenue	5,155	6,430	6,430	6,050	(380)	-6%
Expenses						
Program Services						
5002 · Meeting facility-internal only	2,083	2,989	3,238	3,238	-	0%
5035 · Awards	-	-	26	26	-	0%
5061 · LRE - Bar Support	65,000	65,000	65,000	65,000	-	0%
5062 · Law Day	9,042	8,301	9,301	9,301	-	0%
5070 · Equipment Rental	-	98	98	98	-	0%
5075 · Food & Bev-external costs only	982	120	40	40	-	0%
5076 · Food & beverage - internal only	3,696	3,383	3,410	3,410	-	0%
5085 · Misc. Program Expense	-	84	-	-	-	#DIV/0!
5096 · UDR Support	10,000	-	10,000	10,000	-	0%
Total Program Services Expenses	90,803	79,974	91,112	91,112	-	0%
Salaries & Benefits						
5510 · Salaries/Wages	22,603	24,029	24,845	26,087	1,242	5%
5605 · Payroll Taxes	1,744	1,634	1,750	1,837	87	5%
5610 · Health Insurance	2,865	3,162	3,392	3,692	300	9%
5630 · Dental Insurance	182	203	220	228	8	4%
5640 · Life & LTD Insurance	221	203	202	202	-	0%
5650 · Retirement Plan Contributions	2,228	2,252	2,460	2,583	123	5%
5655 · Retirement Plan Fees & Costs	314	384	368	368	-	0%
5660 · Training/Development	-	-	125	125	-	0%
Total Salaries/Benefit Expenses	30,157	31,867	33,361	35,122	1,761	5%
General & Administrative						
7025 · Office Supplies	22	201	9	9	-	0%
7035 · Postage/Mailing, net	139	167	154	154	-	0%
7040 · Copy/Printing Expense	727	828	453	453	-	0%
7045 · Internet Service	-	41	12	12	-	0%
7100 · Telephone	332	464	750	750	-	0%
7177 · UPL	-	3	-	-	-	#DIV/0!
Total General & Administrative Expenses	1,221	1,705	1,377	1,377	-	0%
Building Overhead						
6015 · Janitorial Expense	119	112	112	118	6	5%
6020 · Heat	91	66	65	68	3	5%
6025 · Electricity	188	181	182	191	9	5%
6030 · Water/Sewer	17	16	20	21	1	5%
6035 · Outside Maintenance	78	48	33	35	2	5%
6040 · Building Repairs	20	54	95	99	5	5%
6045 · Bldg Mtncn Contracts	148	155	147	155	7	5%
6050 · Bldg Mtncn Supplies	10	9	11	11	1	5%
6065 · Bldg Insurance/Fees	50	94	72	76	4	5%
6070 · Building & Improvements Depre	211	200	199	215	16	8%
6075 · Furniture & Fixtures Depre	58	59	58	63	5	8%
7065 · Computers, Equip & Sftwre Depre	482	606	626	676	50	8%
Total Building Overhead Expenses	1,471	1,601	1,620	1,728	108	7%
Total Expenses	123,652	115,147	127,471	129,339	1,868	1%
Net Profit (Loss)	\$ (118,497)	\$ (108,717)	\$ (121,041)	\$ (123,289)	\$ (2,248)	2%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
15 - Member Benefits

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4071 · Mem Benefits - Lexis	3,095	2,715	-	-	-	#DIV/0!
4072 · Royalty Inc - Bar J, MBNA, LM,M	5	839	-	-	-	#DIV/0!
Total Revenue	3,101	3,554	-	-	-	#DIV/0!
Expenses						
Program Services						
5047 · Casemaker	68,913	75,643	74,474	75,000	526	1%
5099 · Blomquist Hale	73,887	73,966	73,947	75,000	1,053	1%
Total Program Services Expenses	142,800	149,609	148,422	150,000	1,578	1%
Salaries & Benefits						
5510 · Salaries/Wages	627	332	206	216	10	5%
5605 · Payroll Taxes	47	23	14	15	1	5%
5650 · Retirement Plan Contributions	63	33	20	21	1	5%
Total Salaries/Benefit Expenses	737	388	240	252	12	5%
General & Administrative						
7035 · Postage/Mailing, net	-	9	-	-	-	#DIV/0!
7040 · Copy/Printing Expense	-	1,133	-	-	-	#DIV/0!
Total General & Administrative Expenses	-	1,143	-	-	-	#DIV/0!
Building Overhead						
6015 · Janitorial Expense	109	104	103	108	5	5%
6020 · Heat	83	61	59	62	3	5%
6025 · Electricity	173	167	167	176	8	5%
6030 · Water/Sewer	16	15	18	19	1	5%
6035 · Outside Maintenance	72	45	31	32	2	5%
6040 · Building Repairs	18	50	87	91	4	5%
6045 · Bldg Mtncn Contracts	136	142	136	142	7	5%
6050 · Bldg Mtncn Supplies	9	8	10	10	0	5%
6065 · Bldg Insurance/Fees	46	87	66	70	3	5%
6070 · Building & Improvements Depre	195	184	184	198	15	8%
6075 · Furniture & Fixtures Depre	54	54	54	58	4	8%
7065 · Computers, Equip & Sftwre Depr	444	558	577	623	46	8%
Total Building Overhead Expenses	1,355	1,474	1,492	1,591	99	7%
Total Expenses	144,892	152,614	150,154	151,843	1,689	1%
Net Profit (Loss)	\$ (141,791)	\$ (149,060)	\$ (150,154)	\$ (151,843)	\$ (1,689)	1%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
16 - Section Support

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4010 · Section/Local Bar Support fees	78,332	83,223	81,921	85,000	3,079	4%
Total Revenue	78,332	83,223	81,921	85,000	3,079	4%
Expenses						
Program Services						
5002 · Meeting facility-internal only	-	-	113	113	-	0%
5076 · Food & beverage - internal only	-	-	271	271	-	0%
5703 · Travel - Transportation/Parking	-	2	2	2	-	0%
Total Program Services Expenses	-	2	386	386	-	0%
Salaries & Benefits						
5510 · Salaries/Wages	44,876	51,098	51,726	54,312	2,586	5%
5605 · Payroll Taxes	3,476	3,723	4,022	4,223	201	5%
5610 · Health Insurance	5,729	6,324	5,413	3,969	(1,444)	-27%
5630 · Dental Insurance	363	405	403	456	53	13%
5640 · Life & LTD Insurance	377	350	312	312	-	0%
5650 · Retirement Plan Contributions	3,997	4,304	3,001	3,151	150	5%
5655 · Retirement Plan Fees & Costs	8	610	735	735	-	0%
5660 · Training/Development	-	-	550	550	-	0%
Total Salaries/Benefit Expenses	58,827	66,814	66,162	67,708	1,546	2%
General & Administrative						
7025 · Office Supplies	-	-	-	-	-	#DIV/0!
7035 · Postage/Mailing, net	-	-	-	-	-	#DIV/0!
7040 · Copy/Printing Expense	66	29	99	99	-	0%
7050 · Computer Maintenance	-	78	706	706	-	0%
7089 · Membership Database Fees	8,435	806	293	293	-	0%
7100 · Telephone	603	906	1,457	1,457	-	0%
7140 · Credit Card Merchant Fees	34	-	-	-	-	#DIV/0!
7175 · O/S Consultants	-	2,145	-	-	-	#DIV/0!
Total General & Administrative Expenses	9,137	3,965	2,555	2,555	-	0%
Building Overhead						
6015 · Janitorial Expense	200	189	189	198	9	5%
6020 · Heat	153	111	109	114	5	5%
6025 · Electricity	317	305	306	321	15	5%
6030 · Water/Sewer	28	28	33	35	2	5%
6035 · Outside Maintenance	131	82	56	59	3	5%
6040 · Building Repairs	33	92	159	167	8	5%
6045 · Bldg Mtncn Contracts	249	260	248	260	12	5%
6050 · Bldg Mtncn Supplies	16	14	18	19	1	5%
6055 · Real Property Taxes	8,939	11,578	12,020	12,621	601	5%
6060 · Personal Property Taxes	216	215	231	243	12	5%
6065 · Bldg Insurance/Fees	84	159	121	128	6	5%
6070 · Building & Improvements Depre	356	337	336	363	27	8%
6075 · Furniture & Fixtures Depre	99	99	98	106	8	8%
7065 · Computers, Equip & Sftwre Depre	813	1,021	1,055	1,139	84	8%
Total Building Overhead Expenses	11,632	14,489	14,980	15,773	794	5%
Total Expenses	79,596	85,271	84,082	86,421	2,340	3%
Net Profit (Loss)	\$ (1,264)	\$ (2,048)	\$ (2,161)	\$ (1,421)	\$ 739	-34%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
17 - Consumer Assistance

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Expenses						
Program Services						
5002 · Meeting facility-internal only	613	-	-	-	-	#DIV/0!
5704 · Travel - Mileage Reimbursement	102	36	11	11	-	0%
Total Program Services Expenses	715	36	11	11	-	0%
Salaries & Benefits						
5510 · Salaries/Wages	75,119	83,489	88,074	92,478	4,404	5%
5605 · Payroll Taxes	5,335	5,772	5,957	6,255	298	5%
5610 · Health Insurance	3,380	6,324	7,409	10,004	2,596	35%
5630 · Dental Insurance	212	393	439	456	17	4%
5640 · Life & LTD Insurance	401	647	616	616	-	0%
5650 · Retirement Plan Contributions	7,085	7,978	8,339	8,756	417	5%
5655 · Retirement Plan Fees & Costs	197	664	735	735	-	0%
5660 · Training/Development	-	409	659	659	-	0%
Total Salaries/Benefit Expenses	91,730	105,676	112,228	119,959	7,731	7%
General & Administrative						
7025 · Office Supplies	264	94	112	112	-	0%
7035 · Postage/Mailing, net	375	350	268	268	-	0%
7040 · Copy/Printing Expense	25	37	32	32	-	0%
7055 · Computer Supplies & Small Equip	66	255	255	255	-	0%
7100 · Telephone	2,828	2,475	3,350	3,350	-	0%
7120 · Membership/Dues	620	575	555	555	-	0%
Total General & Administrative Expenses	4,178	3,785	4,573	4,573	-	0%
Building Overhead						
6015 · Janitorial Expense	113	429	427	449	21	5%
6020 · Heat	69	253	246	259	12	5%
6025 · Electricity	181	690	693	727	35	5%
6030 · Water/Sewer	17	63	75	79	4	5%
6035 · Outside Maintenance	37	185	128	134	6	5%
6040 · Building Repairs	15	208	361	379	18	5%
6045 · Bldg Mtncn Contracts	173	590	562	590	28	5%
6050 · Bldg Mtncn Supplies	8	33	41	43	2	5%
6065 · Bldg Insurance/Fees	48	359	275	289	14	5%
6070 · Building & Improvements Depre	202	763	761	822	61	8%
6075 · Furniture & Fixtures Depre	58	223	222	240	18	8%
7065 · Computers, Equip & Sftwre Depr	598	2,312	2,390	2,581	191	8%
Total Building Overhead Expenses	1,519	6,108	6,181	6,591	410	7%
Total Expenses	98,142	115,605	122,993	131,134	8,141	7%
Net Profit (Loss)	\$ (98,142)	\$ (115,605)	\$ (122,993)	\$ (131,134)	\$ (8,141)	7%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
18 - Access to Justice

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4063 · Modest Means revenue	15,970	15,945	12,670	14,000	1,330	10%
4200 · Seminar Profit/Loss	(451)	281	281	286	6	2%
Total Revenue	15,519	16,226	12,951	14,286	1,336	10%
Expenses						
Program Services						
5002 · Meeting facility-internal only	4,367	2,773	2,520	2,520	-	0%
5035 · Awards	-	45	72	-	(72)	-100%
5037 · Grants/ contributions - general	-	380	1,380	-	(1,380)	-100%
5060 · Program Special Activities	-	697	-	-	-	#DIV/0!
5075 · Food & Bev-external costs only	5,263	4,734	2,476	2,500	24	1%
5076 · Food & beverage - internal only	7,461	6,705	5,804	6,000	196	3%
5085 · Misc. Program Expense	-	-	50	50	-	0%
5702 · Travel - Lodging	1,345	733	660	660	-	0%
5703 · Travel - Transportation/Parking	1,761	444	502	502	-	0%
5704 · Travel - Mileage Reimbursement	3,915	3,366	2,743	2,743	-	0%
5705 · Travel - Per Diems	506	55	-	-	-	#DIV/0!
5706 · Travel - Meals	-	24	24	24	-	0%
Total Program Services Expenses	24,618	19,955	16,231	14,999	(1,232)	-8%
Salaries & Benefits						
5510 · Salaries/Wages	84,530	89,031	89,693	94,177	4,485	5%
5605 · Payroll Taxes	7,115	6,901	7,009	7,359	350	5%
5610 · Health Insurance	10,023	13,131	11,157	13,306	2,149	19%
5630 · Dental Insurance	635	841	766	1,367	601	78%
5640 · Life & LTD Insurance	707	738	675	675	-	0%
5650 · Retirement Plan Contributions	5,446	1,364	4,586	4,815	229	5%
5655 · Retirement Plan Fees & Costs	106	221	689	689	-	0%
5660 · Training/Development	510	390	790	790	-	0%
Total Salaries/Benefit Expenses	109,071	112,616	115,364	123,178	7,814	7%
General & Administrative						
7025 · Office Supplies	120	76	232	232	-	0%
7035 · Postage/Mailing, net	58	16	12	12	-	0%
7040 · Copy/Printing Expense	501	1,259	473	473	-	0%
7045 · Internet Service	98	-	1,294	1,294	-	0%
7050 · Computer Maintenance	-	707	6,362	7,000	638	10%
7055 · Computer Supplies & Small Equip	97	384	75	75	-	0%
7089 · Membership Database Fees	3,594	3,930	2,594	2,600	7	0%
7100 · Telephone	1,852	2,853	4,547	4,547	-	0%
7115 · Public Relations	-	189	-	-	-	#DIV/0!
7120 · Membership/Dues	845	875	255	255	-	0%
7140 · Credit Card Merchant Fees	572	999	783	783	-	0%
7140 · Credit Card Merchant Fees - Other	-	-	-	-	-	#DIV/0!
7150 · E&O/Off & Dir Insurance	12,767	12,844	12,793	13,433	640	5%
7175 · O/S Consultants	-	3,675	525	525	-	0%
7195 · Other Gen & Adm Expense	125	750	-	-	-	#DIV/0!
Total General & Administrative Expenses	20,958	28,555	29,945	31,229	1,284	4%
Building Overhead						
6015 · Janitorial Expense	875	829	825	867	41	5%
6020 · Heat	668	488	476	500	24	5%
6025 · Electricity	1,385	1,333	1,338	1,405	67	5%
6030 · Water/Sewer	124	121	145	152	7	5%
6035 · Outside Maintenance	574	357	246	259	12	5%
6040 · Building Repairs	144	401	697	732	35	5%
6045 · Bldg Mtnce Contracts	1,087	1,139	1,085	1,139	54	5%
6050 · Bldg Mtnce Supplies	71	63	79	83	4	5%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
18 - Access to Justice

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
6065 · Bldg Insurance/Fees	367	694	531	558	27	5%
6070 · Building & Improvements Depre	1,558	1,473	1,470	1,587	118	8%
6075 · Furniture & Fixtures Depre	431	431	429	464	34	8%
7065 · Computers, Equip & Sftwre Depr	3,555	4,465	4,614	4,984	369	8%
Total Building Overhead Expenses	10,839	11,795	11,936	12,728	792	7%
Total Expenses	165,485	172,921	173,477	182,135	8,658	5%
Net Profit (Loss)	\$ (149,967)	\$ (156,695)	\$ (160,526)	\$ (167,849)	\$ (7,322)	5%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
19 - Tuesday Night Bar

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Expenses						
Program Services						
5002 · Meeting facility-internal only	26,910	28,290	25,703	27,000	1,298	5%
5075 · Food & Bev-external costs only	561	568	425	600	175	41%
5076 · Food & beverage - internal only	387	400	350	400	50	14%
5085 · Misc. Program Expense	3,732	3,648	3,576	3,576	-	0%
Total Program Services Expenses	31,590	32,906	30,054	31,576	1,522	5%
Salaries & Benefits						
5510 · Salaries/Wages	3,161	3,425	3,364	3,533	168	5%
5605 · Payroll Taxes	270	289	279	293	14	5%
5650 · Retirement Plan Contributions	40	35	189	198	9	5%
Total Salaries/Benefit Expenses	3,471	3,750	3,832	4,024	192	5%
General & Administrative						
7025 · Office Supplies	-	19	13	13	-	0%
7110 · Publications/Subscriptions	567	630	203	203	-	0%
Total General & Administrative Expenses	567	649	216	216	-	0%
Total Expenses	35,628	37,305	34,102	35,816	1,714	5%
Net Profit (Loss)	\$ (35,628)	\$ (37,305)	\$ (34,102)	\$ (35,816)	\$ (1,714)	5%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
20 - Legislative

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Expenses						
Program Services						
5002 · Meeting facility-internal only	2,133	1,615	1,880	1,880	-	0%
5055 · Legislative Expense	51,854	21,100	44,009	44,009	-	0%
5070 · Equipment Rental	-	32	414	414	-	0%
5075 · Food & Bev-external costs only	-	-	608	608	-	0%
5076 · Food & beverage - internal only	5,054	5,180	4,611	4,611	-	0%
Total Program Services Expenses	59,041	27,928	51,522	51,522	-	0%
Salaries & Benefits						
5510 · Salaries/Wages	7,429	610	1,488	1,563	74	5%
5605 · Payroll Taxes	578	46	110	115	5	5%
5650 · Retirement Plan Contributions	713	47	134	140	7	5%
Total Salaries/Benefit Expenses	8,720	703	1,732	1,818	87	5%
Total Expenses	67,761	28,631	53,254	53,341	87	0%
Net Profit (Loss)	\$ (67,761)	\$ (28,631)	\$ (53,254)	\$ (53,341)	\$ (87)	0%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
21 - Commission/Sp Projects

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4052 · Meeting - Sponsor Revenue	\$ 4,650	\$ -	\$ -	\$ -	\$ -	#DIV/0!
4095 · Miscellaneous Income	9,255	54	34	-	(34)	-100%
Total Revenue	13,905	54	34	-	(34)	-100%
Expenses						
Program Services						
5001 · Meeting Facility-external only	3,703	761	489	489	-	0%
5002 · Meeting facility-internal only	6,193	5,094	7,697	5,000	(2,697)	-35%
5035 · Awards	1,755	1,349	918	1,000	82	9%
5037 · Grants/ contributions - general	-	8,000	3,400	5,000	1,600	47%
5042 · Operations Audit	-	5,984	28,500	-	(28,500)	-100%
5045 · Bar Anniversary	-	15,782	-	-	-	#DIV/0!
5063 · Special Event Expense	56,165	800	241	2,000	1,759	730%
5070 · Equipment Rental	200	439	1,046	1,000	(46)	-4%
5075 · Food & Bev-external costs only	3,624	9,778	22,322	22,000	(322)	-1%
5076 · Food & beverage - internal only	12,861	5,267	8,220	8,220	-	0%
5085 · Misc. Program Expense	-	1,216	1,419	1,419	-	0%
5090 · Commission Expense	1,829	0	-	-	-	#DIV/0!
5501 · Books Purchased-BFB	9,822	-	-	-	-	#DIV/0!
5702 · Travel - Lodging	2,870	5,364	10,650	10,650	-	0%
5703 · Travel - Transportation/Parking	1,332	2,926	6,528	6,528	-	0%
5704 · Travel - Mileage Reimbursement	4,548	343	324	324	-	0%
5705 · Travel - Per Diems	904	176	119	119	-	0%
5706 · Travel - Meals	-	277	277	277	-	0%
5707 · Travel - Commission Mtgs	25,021	38,250	46,144	46,144	-	0%
5805 · ABA Annual Meeting	6,028	920	2,529	5,000	2,471	98%
5810 · ABA Mid Year Meeting	4,455	2,050	4,706	5,000	294	6%
5815 · Commission/Education	600	8,476	25,216	25,000	(216)	-1%
5820 · ABA Annual Delegate	8,675	8,541	10,201	11,000	799	8%
5830 · Western States Bar Conference	13,284	2,785	12,000	5,000	(7,000)	-58%
5840 · President's Expense	11,753	21,784	18,348	18,000	(348)	-2%
5841 · President's Reimbursement	-	8,845	5,030	5,000	(30)	-1%
5850 · Leadership Academy	-	6,598	21,500	20,000	(1,500)	-7%
5855 · Bar Review	-	1,465	1,160	1,500	340	29%
5865 · Retreat	12,311	29,840	21,080	20,000	(1,080)	-5%
Total Program Services Expenses	187,934	193,110	260,065	225,670	(34,395)	-13%
Salaries & Benefits						
5510 · Salaries/Wages	9,739	6,362	7,845	8,238	392	5%
5605 · Payroll Taxes	697	443	522	549	26	5%
5650 · Retirement Plan Contributions	851	572	751	788	38	5%
Total Salaries/Benefit Expenses	11,287	7,377	9,119	9,575	456	5%
General & Administrative						
7025 · Office Supplies	578	-	-	-	-	#DIV/0!
7035 · Postage/Mailing, net	1,312	233	77	77	-	0%
7040 · Copy/Printing Expense	2,736	15,779	5,000	5,000	-	0%
7045 · Internet Service	654	2,631	2,941	2,941	-	0%
7089 · Membership Database Fees	-	-	1,500	1,500	-	0%
7100 · Telephone	219	293	199	199	-	0%
7140 · Credit Card Merchant Fees	22	4	2	2	-	0%
7145 · Commission Election Expense	1,625	3,250	3,250	3,250	-	0%
7150 · E&O/Off & Dir Insurance	8,802	3,000	6,186	6,495	309	5%
7175 · O/S Consultants	-	-	6,000	-	(6,000)	-100%
7195 · Other Gen & Adm Expense	1,590	1,143	804	1,000	196	24%
Total General & Administrative Expenses	17,538	26,332	25,959	20,465	(5,495)	-21%
Total Expenses	216,758	226,819	295,143	255,710	(39,433)	-13%
Net Profit (Loss)	\$ (202,853)	\$ (226,765)	\$ (295,109)	\$ (255,710)	\$ 39,399	-13%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
22 - Public Education

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Expenses						
Program Services						
5002 · Meeting facility-internal only	-	135	-	-	-	#DIV/0!
5062 · Law Day	-	5,859	6,969	6,969	-	0%
5063 · Special Event Expense	2,789	-	-	-	-	#DIV/0!
5075 · Food & Bev-external costs only	1,064	22	134	134	-	0%
5076 · Food & beverage - internal only	-	232	-	-	-	#DIV/0!
5702 · Travel - Lodging	-	898	981	981	-	0%
5703 · Travel - Transportation/Parking	-	2	625	625	-	0%
5704 · Travel - Mileage Reimbursement	414	344	-	-	-	#DIV/0!
5705 · Travel - Per Diems	60	270	202	202	-	0%
Total Program Services Expenses	4,327	7,761	8,911	8,911	-	0%
Salaries & Benefits						
5510 · Salaries/Wages	70,396	67,298	70,316	73,831	3,516	5%
5605 · Payroll Taxes	5,155	5,325	5,252	5,514	263	5%
5610 · Health Insurance	5,729	6,324	7,409	10,004	2,596	35%
5630 · Dental Insurance	363	405	439	456	17	4%
5640 · Life & LTD Insurance	534	513	516	516	-	0%
5650 · Retirement Plan Contributions	6,663	6,900	6,789	7,129	339	5%
5655 · Retirement Plan Fees & Costs	24	615	735	735	-	0%
5660 · Training/Development	234	524	675	675	-	0%
Total Salaries/Benefit Expenses	89,099	87,905	92,130	98,861	6,730	7%
General & Administrative						
7025 · Office Supplies	22	127	176	176	-	0%
7035 · Postage/Mailing, net	7	-	6	6	-	0%
7040 · Copy/Printing Expense	12	2,071	1,564	1,564	-	0%
7045 · Internet Service	-	-	495	495	-	0%
7050 · Computer Maintenance	74	-	-	-	-	#DIV/0!
7055 · Computer Supplies & Small Equip	40	35	288	288	-	0%
7100 · Telephone	1,147	906	1,457	1,457	-	0%
7105 · Advertising	-	-	20,000	20,000	-	0%
7115 · Public Relations	-	802	12,000	12,000	-	0%
7120 · Membership/Dues	-	-	115	115	-	0%
7175 · O/S Consultants	-	7,144	-	-	-	#DIV/0!
Total General & Administrative Expenses	1,302	11,085	36,102	36,102	-	0%
Building Overhead						
6015 · Janitorial Expense	328	311	310	325	15	5%
6020 · Heat	250	183	178	187	9	5%
6025 · Electricity	519	500	502	527	25	5%
6030 · Water/Sewer	47	45	54	57	3	5%
6035 · Outside Maintenance	215	134	92	97	5	5%
6040 · Building Repairs	54	151	261	274	13	5%
6045 · Bldg Mtncn Contracts	408	427	407	427	20	5%
6050 · Bldg Mtncn Supplies	26	24	30	31	1	5%
6065 · Bldg Insurance/Fees	138	260	199	209	10	5%
6070 · Building & Improvements Depr	584	552	551	595	44	8%
6075 · Furniture & Fixtures Depr	162	162	161	174	13	8%
7065 · Computers, Equip & Sftwre Depr	1,333	1,675	1,730	1,869	138	8%
Total Building Overhead Expenses	4,065	4,423	4,476	4,773	297	7%
Total Expenses	98,793	111,174	141,619	148,646	7,027	5%
Net Profit (Loss)	\$ (98,793)	\$ (111,174)	\$ (141,619)	\$ (148,646)	\$ (7,027)	5%

Utah State Bar
Preliminary FY2018 Budget
Based on Actual Results through 2/28/17
23 - Young Lawyers Division

	Actual FY 2015	Actual FY 2016	Projected FY 2017	Draft Budget FY 2018	\$ Change 2016 Projected vs 2017 Budget	% Change 2016 Projected vs 2017 Budget
Revenue						
4052 · Meeting - Sponsor Revenue	\$ 1,000	\$ 1,000	\$ 2,000	\$ 2,000	\$ -	0%
4081 · CLE - Registrations	-	1,480	-	-	-	#DIV/0!
4095 · Miscellaneous Income	110	-	-	-	-	#DIV/0!
4200 · Seminar Profit/Loss	3,268	4,019	4,019	4,019	-	0%
Total Revenue	4,378	6,499	6,019	6,019	-	0%
Expenses						
Program Services						
5001 · Meeting Facility-external only	5,250	-	-	-	-	#DIV/0!
5002 · Meeting facility-internal only	-	700	850	850	-	0%
5030 · Speaker Fees & Expenses	-	-	90	-	(90)	-100%
5035 · Awards	1,262	895	1,964	1,400	(564)	-29%
5037 · Grants/ contributions - general	5,100	4,091	1,950	3,500	1,550	79%
5060 · Program Special Activities	100	-	-	-	-	#DIV/0!
5062 · Law Day	366	760	760	760	-	0%
5063 · Special Event Expense	-	-	7,000	7,000	-	0%
5075 · Food & Bev-external costs only	18,408	17,806	15,000	15,000	-	0%
5076 · Food & beverage - internal only	-	1,323	1,128	1,000	(128)	-11%
5085 · Misc. Program Expense	1,991	912	1,185	1,185	-	0%
5702 · Travel - Lodging	3,477	4,516	5,000	3,000	(2,000)	-40%
5703 · Transportation	-	-	-	-	-	#DIV/0!
5703 · Travel - Transportation	-	-	-	-	-	#DIV/0!
5703 · Travel - Transportation/Parking	2,805	2,262	5,000	4,000	(1,000)	-20%
5704 · Mileage Reimbursement	-	-	-	-	-	#DIV/0!
5704 · Travel - Mileage Reimbursement	538	48	-	500	500	#DIV/0!
5705 · Per Diems	-	-	-	-	-	#DIV/0!
5705 · Travel - Per Diems	-	-	-	500	500	#DIV/0!
5706 · Meals	-	-	-	-	-	#DIV/0!
5706 · Travel - Meals	478	134	134	500	366	273%
5805 · ABA Annual Meeting	4,586	6,639	5,000	5,000	-	0%
5810 · ABA Mid Year Meeting	5,798	5,340	6,000	5,000	(1,000)	-17%
5815 · Commission/Education	-	1,126	1,500	2,000	500	33%
5855 · Bar Review	-	300	-	-	-	#DIV/0!
5865 · Retreat	-	721	5,000	5,000	-	0%
Total Program Services Expenses	50,159	47,574	57,560	56,195	(1,365)	-2%
Salaries & Benefits						
5510 · Salaries/Wages	435	399	400	420	20	5%
5605 · Payroll Taxes	34	33	38	40	2	5%
5650 · Retirement Plan Contributions	42	31	31	33	2	5%
5660 · Training/Development	400	-	-	-	-	#DIV/0!
Total Salaries/Benefit Expenses	911	463	470	493	23	5%
General & Administrative						
7025 · Office Supplies	157	88	196	196	-	0%
7035 · Postage/Mailing, net	-	-	1	1	-	0%
7040 · Copy/Printing Expense	101	218	312	312	-	0%
7045 · Internet Service	27	59	59	59	-	0%
7105 · Advertising	300	588	588	588	-	0%
7140 · Credit Card Merchant Fees	-	39	34	34	-	0%
7175 · O/S Consultants	-	-	200	200	-	0%
7195 · Other Gen & Adm Expense	487	-	-	-	-	#DIV/0!
Total General & Administrative Expenses	1,072	993	1,391	1,391	-	0%
Total Expenses	52,143	49,029	59,420	58,079	(1,342)	-2%
Net Profit (Loss)	\$ (47,764)	\$ (42,530)	\$ (53,402)	\$ (52,060)	\$ 1,342	-3%

President: Jaelynn Jenkins
President-Elect: Dani Cepernich
Treasurer: Audrey Phillips
Secretary: Bebe Grill



March 31, 2017

Utah State Bar Commission
645 South 200 East
Salt Lake City, Utah 84111

Re: Young Lawyers Division 2017-2018 Budget Request

Dear Bar Commissioners:

As the incoming President of the Utah State Bar Young Lawyers Division, I am writing to you to respectfully request that you allocate \$56,000 to YLD for the 2017-2018 fiscal year, the same amount that was allotted during the previous year. Attached for your review is our proposed budget, as well as the budgets from the past three years. YLD plans to maintain its successful programs and activities in addition to expanding upon the two newest programs, the West Jordan Pro Bono Clinic and Fit2Practice.

The proposed 2017-2018 budget allocates funds to the YLD programs and activities in roughly the same amount as in prior years. Below is an outline of some of the existing programs and activities we plan to continue from prior years. I have also provided a detailed explanation of major funding requests.

Current YLD Programs and Activities

Community Service Programs

- Tuesday Night Bar – This is one of the bar's most widely known and widely attended programs, where members of the public can sign up in advance to receive free legal consultation on a variety of legal issues. The program is co-coordinated with the bar and YLD and is staffed largely with YLD members.
- Wills for Heroes – Since it began in 2006, this program serves approximately 300 first responders (police officers, firefighters, and EMTs) each year, preparing estate planning documents free of charge. The program is coordinated and staffed by YLD volunteers and has served over 4,500 individuals and families to date.
- Serving Our Seniors – This is a popular program implemented and run by YLD in which volunteer attorneys and paralegals host legal clinics at retirement homes and community centers around the state, helping senior citizens prepare advanced healthcare directives and power of attorney documents.

- Disaster Response – As part of the ABA Young Lawyers Division, YLD has a standing agreement to provide free legal services to victims of disasters by helping victims with disaster-related issues and disaster relief funding. This program, as well as the related programs instituted by local bar associations, helps thousands of disaster victims across the country each year. This year, the Nevada Young Lawyers Section has provided emergency legal services to flooding victims in Northern Nevada; the ABA YLD remains ready to assist should the flooding become more serious.
- Veterans Clinic – Started by YLD in 2013, the Veterans Clinic provides veterans at the VA Hospital with free legal advice on a number of topics including healthcare issues, family law, and estate planning.
- Cinderella Boutique/Professional Clothing Drive – Not all of YLDs programs are based on the practice of law. The Cinderella Boutique and Professional Clothing Drive take donations of formal dresses and professional clothes and lend them to low-income students for proms or other formal occasions. This increases the public profile of lawyers in the community and exposes students to professionals they otherwise may not have met and a profession they may not have otherwise considered.
- And Justice For All Co-Projects – YLD has a long tradition of partnering with And Justice For All on various programs like “Bar Sharks for Justice” and the Law Day 5k.

Legal Education Programs

- Practice in a Flash – These 1-hour CLE sessions are free for YLD members and typically feature presenters who are also young attorneys. The sessions are recorded, and we hope to make a collection of recordings available in an online library along with forms and sample pleadings as additional resources for YLD members to access. Topics range from different practice areas, to ethics, to managing your own solo practice.
- Law Day – Our division heavily supports this annual bar-sponsored event, a YLD liaison serves on the Law Day Committee, and YLD contributes financially and through volunteer work to the Law Day festivities.
- High School Debate Tournament – Many future lawyers participate in competitive speech and debate in high school. For that reason, YLD co-sponsors an annual high school debate tournament each year and young lawyers volunteer to judge the final rounds.

Networking Events

- Young Professional Networking Events – In 2016, YLD hosted a young professional networking event in partnership with the Young Architects Forum, the Society of Civil

Engineers Younger Members Forum, Women in Transportation, and Young Professionals of Salt Lake. Approximately seventy-five members from these various groups attended. Following the event, YLD has been invited to and participated in events hosted by the other groups. YLD is planning a similar young professional networking event for Spring 2017 and will do the same in 2018.

- Utah State Bar Conventions/Forums – During the 2016 Fall Forum conference, YLD hosted a mixer that brought together YLD and members of the Bar in general. The YLD continues to seek ways by which it can encourage and support its membership in attending the Utah Bar Annual Convention, the Fall Forum, and the Spring Convention. We hope to support young lawyer involvement and attendance at these conferences by our officers, board members, and membership at large by helping with travel fees and expenditures, as well as planning events and activities for YLD members at the events.
- Opening/Closing Socials – These events are both YLD traditions that many members of our division look forward to as a way of socializing, networking, and celebrating the opening and closing of the year.
- New Lawyer Mentoring Social – Co-sponsored with the New Lawyer Training Program, this event is an opportunity for newly admitted lawyers to network with each other and with the more established members of the bar who have volunteered to serve as NLTP mentors.
- Law Student to Lawyer – Formerly known as the “Mentoring Marathon,” YLD hosts an annual event for law students designed to assist with the transition from law school to practicing law. The students attend several panel presentations on various topics, usually featuring young lawyers. They additionally attend a resume review session, where they have the opportunity to have their resume reviewed by three practicing attorneys in one-on-one meetings.
- Speed Networking Social – Each year, YLD hosts a speed networking event that is modeled after “speed dating,” during which young lawyer attendees are introduced to and get to spend three minutes talking to seasoned lawyers. The event seeks to foster professional relationship within the Utah legal community, as well as assist in job searches and the building of referral and mentoring networks.

Recent Programs & Initiatives for 2017-2018

- West Jordan Pro Bono Clinic – In June 2016, YLD began serving as the lead anchor for the West Jordan Pro Bono Clinic covering the Landlord Tenant Pro Se Calendar at the Third District courthouse in West Jordan. As part of this clinic, young lawyers enter a limited appearance on behalf of pro se litigants involved in landlord-tenant disputes, primarily evictions. This program provides legal services to an underserved portion of

the population and provides valuable courtroom experience for young lawyers. As part of this program, YLD has offered CLEs to train young lawyers on the area of law. For the 2017-2018 year, YLD plans to strengthen its role as the anchor for the West Jordan Pro Bono Clinic, providing additional CLEs and training resources for volunteers, as well as creating an interface to better facilitate recruiting and communicating with volunteers.

- Fit2Practice Utah – Modeled after the ABA YLD Fit2Practice program, Fit2Practice Utah is a yearlong health and wellness initiative introduced in 2016. The program seeks to educate and inform young lawyers and lawyers in Utah in general about the professional benefits of maintaining a healthy life style. The program will utilize events such as lunch and learns in conjunction with articles and social media to educate and encourage participation. For the 2017-2018 year, YLD plans to expand on the program, hosting fitness events free of charge for YLD members, creating fitness challenges, featuring a fitness-focused (mental, emotional, or physical) lawyer in each edition of the bar journal, and offering quarterly CLE programming.
- Increased Regional Focus – Utah's population is divided between a few population centers, although most bar-related activities occur in the Salt Lake Valley. For the 2017-2018 year, YLD is focused on expanding its reach and engaging its members across the state by working with liaisons from each region to host socials, CLEs, and other programming.

Explanation of Major Budget Items

- Social Activities & Events – The YLD social activities and events allow YLD members to network with each other and build relationships crucial to their legal practice. The events also expose YLD members to the many service projects offered by YLD and the Bar. Social events are integral to the success of any organization as they serve to foster and build social ties between the members.
- YLD Leadership Summit – For the past three years, the YLD officers and board members have held a one-day leadership summit. The summit serves to train the leadership and offer an intense and focused brainstorming session regarding issues and projects for the organization. The summit includes team-building exercises to strengthen the board and officers. As a result, the YLD has seen increased buy-in and commitment from its officers and members to the organization and the membership. This year's summit will include introductions, a review of the year's agenda, a presentation of the year's action plan, and team building exercises. Funds for this event will be used for the venue, food/drink, transportation, team-building activities and training materials.
- ABA Conferences – ABA conferences serve as an important resource for leadership training and provide a unique opportunity to compare notes and obtain ideas from young lawyer organizations from across the United States. Many of our successful programs

have been developed or tailored after programs initiated by the ABA YLD or its affiliates including Wills for Heroes and the Cinderella Boutique.

- Attendance and participation in these conferences establishes the Utah State Bar, through its YLD leadership, as a national leader for community service projects and training programs for young lawyers. In the past few years, during these conferences, Utah's YLD has been honored with awards for the successful implementation of programs. During the annual and mid-year ABA conferences, Utah YLD members vote in the ABA YLD assembly, playing a part in the governance of the ABA YLD and helping guide the resolutions it submits to the ABA.

Summary

YLD is a proud division of the Utah State Bar and serves as an introduction to life as a lawyer and involvement with the Utah State Bar Association. Many young lawyers who accept leadership positions with YLD go on to serve in leadership positions with the bar. YLD sets a tone of service, education, and professionalism early in a young lawyer's career.

While much of YLD's success relies on the volunteerism and good will of the young lawyers in the State of Utah, YLD cannot continue without the funding requested in this proposal. The requested funds will allow YLD to continue quality programming and events that the Utah legal community and the community in general have come to expect. The requested funds support the YLD in delivering desperately needed professional services to underserved parts of the community. For these reasons, I respectfully request that the Bar Commission allocate \$56,000.00 to YLD for the 2017-2018 year.

If you have any additional questions about YLD or our proposed budget, please feel free to contact me at 801-322-9264 or at dnc@scmlaw.com. Thank you for your consideration and support.

Respectfully,



Dani Cepernich
YLD President 2017-2018

YLD 2017-2018 BUDGET PROPOSAL

ACTIVITIES AND COMMITTEES	2016-2017 Budget	2017-2018 Budget
Executive Committee:		
Quarterly Executive Committee Meetings	1,000.00	500.00
Committee-President Meetings	600.00	600.00
Miscellaneous Requests	1,400.00	950.00
TOTAL Executive Committee	3,000.00	2,050.00
Professional Development Committee:		
Annual Leadership Retreat	5,000.00	4,000.00
Practice in a Flash Series	500.00	500.00
Trial Advocacy 101 Series	500.00	-
Bar Review	500.00	500.00
Utah County CLE	500.00	300.00
Fit2Practice	-	1,000.00
TOTAL Professional Development Committee	7,000.00	6,300.00
Social Activities Committee:		
Law Students to Lawyers (prev. Mentoring Marathon/Law School to Lawyer)	500.00	500.00
Young Professional Mixer (Networking)	1,000.00	1,000.00
Speed Networking (\$1,000 additional donation by firm)	1,000.00	1,000.00
New Lawyers Socials	1,200.00	1,200.00
Opening Social (\$1,000 additional donation by firm)	3,000.00	3,000.00
Closing Social	3,000.00	3,000.00
Fall Forum After Party	800.00	800.00
Committee Meeting(s)	-	100.00
TOTAL Social Activities Committee	10,500.00	10,600.00
Public Service Committee:		
Bullyproof	200.00	-
Cinderella Boutique	500.00	500.00
Green Utah	150.00	-
High School Debate	1,000.00	1,000.00
Outreach & Volunteer	300.00	300.00
Project Street Youth	600.00	600.00
Serving Our Seniors	1,000.00	1,000.00
Veterans Clinic	500.00	500.00

Wills for Heroes - Operating Costs	1,000.00	1,000.00
Tuesday Night Bar	100.00	100.00
Development of Virtual Legal Clinic	100.00	100.00
West Jordan Pro Bono Legal Clinic	-	500.00
Committee Meeting(s)	-	100.00
TOTAL Public Service Committee	5,000.00	5,700.00
Liaisons:		
ABA District Representative	2,000.00	2,000.00
And Justice for All	250.00	250.00
Northern Utah	-	200.00
Central Utah	-	200.00
Southern Utah	-	200.00
Disaster Legal Response Committee Liaison	-	250.00
Gov. Relations	-	-
Law Day	900.00	900.00
LALU	-	-
Modest Means	-	-
Paralegal Division	500.00	500.00
Pro Bono Commission	-	-
BYU Law Students	200.00	200.00
U Law Students	200.00	200.00
Utah Bar Journal	250.00	250.00
UMBA	600.00	600.00
WLU	-	-
TOTAL Liaisons	4,900.00	5,750.00
Conferences:		
Utah Bar Spring Convention 2018, St. George	1,000.00	1,000.00
Utah Bar Convention 2018, Sun Valley	3,000.00	3,000.00
ABA Annual Meeting 2017, New York	2,000.00	4,500.00
ABA YLD Fall Conference 2017, Denver (2016 – Detroit)	4,000.00	2,500.00
ABA Midyear Meeting 2018, Vancouver (2017 – Miami)	5,000.00	5,000.00
ABA YLD Spring Meeting 2018, Louisville (2017 – Montreal)	5,000.00	3,000.00
Four Corners Regional Conference	-	1,000.00
TOTAL Conferences	20,000.00	20,000.00

Board Resources:		
Food & Beverage	2,500.00	2,500.00
End of year appreciation for board members	1,250.00	1,250.00
Reserve (website, mail chimp, etc.)	1,850.00	1,850.00
TOTAL Board Resources	5,600.00	5,600.00
GRAND TOTAL	56,00.00	56,000.00

PAST YLD BUDGETS		
Programs & Activities:	2014-2015	2015-2016
Law Day	\$900.00	\$900.00
YLD Opening Social	\$3,500.00	\$3,250.00
YLD Closing Social	\$2,000.00	\$2,000.00
Co-Sponsored Activities	\$5,000.00	\$5,000.00
Tuesday/Wednesday Night Bar	\$240.00	\$250.00
Community Service	\$3,500.00	\$3,500.00
Wills for Heroes	\$2,750.00	\$2,000.00
Public Education (including Choose Law and Bullyproof)	\$600.00	\$500.00
And Justice for All	\$250.00	\$250.00
Veterans Clinic	\$1,000.00	\$1,000.00
CLEs (including Practice in a Flash and Trial Adv. Institute)	\$1,500.00	\$1,000.00
Bar Journal	\$0.00	\$50.00
Utah Debate Tournament	\$1,000.00	\$1,000.00
Law School Division	\$0.00	\$0.00
Paralegal Division	\$0.00	\$0.00
Disaster Relief	\$0.00	\$0.00
Career Advancement (incorporated into other areas)	\$100.00	\$0.00
UMBA Banquet	\$600.00	\$600.00
Serving our Seniors	\$350.00	\$350.00
Green Utah	\$100.00	\$100.00
Publicity Coordination	\$0.00	\$0.00
YLD Leadership Summit	\$7,500.00	\$7,000.00
Street Youth	--	\$800.00
TOTAL Programs & Activities:	\$31,840.00	\$30,500.00
Conferences:		
Utah Bar Convention	\$1,210.00	\$500.00
ABA Annual Meeting	\$4,000.00	\$4,000.00
ABA YLD Fall Conference	\$4,000.00	\$4,000.00
ABA Midyear Meeting	\$4,000.00	\$4,000.00
Utah Bar Spring Convention	\$0.00	\$0.00
Four Corners Summit	--	\$2,000.00
ABA YLD Spring Meeting	\$4,000.00	\$4,000.00
TOTAL Conferences:	\$17,210.00	\$18,500.00
Board Resources:		
Executive Committee	\$3,200.00	\$3,000.00
Food & Beverage	\$2,500.00	\$2,500.00
End of year appreciation for board members	\$1,200.00	\$1,000.00
Reserve	\$500.00	\$500.00
TOTAL Board Resources:	\$7,400.00	\$7,000.00
GRAND TOTAL:	\$56,000.00	\$56,000.00

TAB
4

**UTAH STATE BAR
BOARD OF BAR COMMISSIONERS
MINUTES**

MARCH 9, 2017

ST. GEORGE, UTAH

- In Attendance:** President Rob Rice, President-elect John Lund, Commissioners: Grace Acosta, John Bradley, Steven Burt, H. Dickson Burton, Kate Conyers, Heather Farnsworth, Liisa Hancock, Michelle Mumford, Herm Olsen, Cara Tangaro, and Katie Woods.
- Ex-Officio Members:** Dean Robert Adler, Nate Alder, Julie Emery, Amy Fowler, Rebekah Wightman, Melinda Bowen, Margaret Plane, Diana Hagen, and Supreme Court Liaison James Ishida.
- Not in Attendance:** Mary Kay Griffin, Heather Thuet; Ex-Officio Members: Dean Gordon Smith, Angelina Tsu, and Chris Wharton.
- Also in Attendance:** Executive Director John C. Baldwin and General Counsel Elizabeth A. Wright.

Minutes: 1:15 p.m. start

1. President's Report: Rob Rice

- 1.1 Spring Convention Schedule.** Rob Rice reviewed the Spring Convention schedule and reported that 467 lawyers registered for the Convention.
- 1.2 Report on Legislative Session.** Rob Rice reported on actions taken by the Bar in opposition to HB93 which sought to repeal the authority of the Commission on Criminal and Juvenile Justice to make rules related to the evaluation criteria used for the selection of judicial nominees. Kate Conyers noted the hard work and diligence of the Bar's Governmental Relations Committee during the legislative session.
- 1.3 Report on National Conference of Bar Presidents Meeting.** Rob Rice reported that he attended the ABA NCBP meeting in Miami in January. Rob reported on the value and importance of meeting with other bar leaders.
- 1.4 Update on ABA Review of OPC Operations.** We are still waiting on the report. When issued, the report will go to the Court first and then to the Bar.
- 1.5 Special Sun Valley Convention Award.** Rob asked the Commission if the Bar should create another award that would be presented by Supreme Court Justice Ginsberg when

she is in Sun Valley for the Summer Convention. The Commission discussed the pro and cons of having another award.

1.6 Update on 50 Year Pins Luncheon on April 14, 2017. There will be a luncheon for members who have been active for 50 years or more following the Commission Meeting on April 14, 2017.

1.7 Report on ABA President Linda Klein Visit. ABA President Linda Klein visited Utah for the day on March 7, 2017. She spoke at the University of Utah Law School and met with the Bar's Technology and Innovation Committee.

2. Action Items

2.1 Social Media Policy. The Commission discussed the proposed social media policy and determined more revisions should be made before final approval.

2.2 Client Security Fund 2017-2018 Assessment. Grace Acosta moved to ask the Court to assess members a \$5 Client Security Fund contribution for the 2017-2018 licensing period. Dickson Burton seconded the motion which passed unopposed.

3. Information Items

3.1 Review 2017-2018 Budgeting Process. The Commission discussed the need to review the proposed budget well in advance of the July 2017 meeting at which it will be approved. The proposed budget will be distributed to Commissions in advance of the April 14th Commission meeting during which a substantial portion of the meeting time will be devoted to budget review.

3.2 ABA Delegates' Report. Margaret Plane reported on the highlights of the ABA Delegates meeting in January.

3.3 Updates on Web Design Project and Practice Portal Web Site. John Lund reported that Euclid is building the practice portal and should have a demonstration for review the week of March 20th. Cara Tangaro reported that EKR should have a demonstration by April.

Rob Rice reported that EKR forgot to include the cost of the OPC portion of the website in the initial proposal. The cost for the OPC portion will be \$2000. The Commission discussed whether to challenge the additional \$2000 charge. **Grace Acosta moved to approve paying website developer EKR an additional \$2000 for the OPC portion of the website. Cara Tangaro seconded the motion which passed unopposed.** John Baldwin noted that the \$2000 will come from the capital budget.

3.4 Report on Leadership Academy Selection Process. Rob Rice reported that a participant from the 5th District has been selected for the next class as required by the Commission when it approved the Leadership Academy. Rob also reported that he has

asked the Leadership Academy Chairs to provide a written policy describing the selection process for the Academy.

4. Executive Session

The meeting adjourned at 4:15 pm.

Consent Agenda

1. Approved Minutes from the January 20, 2017 Commission Meeting.
2. Approved Minutes from the January 24, 2017 Commission Conference Call Meeting.

TAB
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UTAH STATE BAR
Budget and Finance Committee
Highlights of the February 2017 Financial Statements

FINANCIAL STATEMENT HIGHLIGHTS

Notable Trends:

- Admissions income has declined compared to last year and is not anticipated to reach budgeted levels in FY17 largely due to lower than anticipated student exam fees. While not surprising, this trend will have an impact going forward on both Licensing fees and the New Lawyer Training Program ("NLTP") which is already struggling to break even. The organization should continue to monitor this trend to determine the impact it may have on revenue in the future.
- Facilities usage by outside parties and sections has declined 42% and 36%, respectively, compared to the last two years. Actual revenue is below budgeted revenue by \$42,000. This trend should be taken into account during the annual budgeting process to make sure revenue targets are realistic. The reason for the decline is unclear but is perhaps worth investigating and understanding how to be more competitive with other venues, while not sacrificing availability for committee and internal usage.

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

	Actual	Budget	Fav(unfav) \$ Variance	Fav(unfav) % Variance
YTD revenue	5,731,387	5,677,765	53,622	1%
YTD expenses	4,030,020	4,103,579	73,559	2%
YTD net profit	1,701,368	1,574,186	127,181	8%

YTD net profit is \$1,701,368, which is \$127,181 (8%) ahead of budget. YTD revenue is \$53,622 (1%) ahead of budget mainly due to higher than budgeted Licensing, CLE and investment income. YTD expenses are \$73,559 under budget mainly due to lower Licensing, Member Services and Facilities expenses.

YTD Net Profit –Cash Basis: Adding back year-to-date depreciation expense of \$151,464 and deducting capital expenditures of \$27,215, the cash basis year-to-date net profit is \$124,249 higher.

Licensing: *Licensing generated net revenue of \$4,096,775 YTD.* At the end of February there were 9,404 and 2,929 active and inactive attorneys, respectively, for a total of 12,333 licensed attorneys. This number is up approximately 2.5% from last year at this time. YTD Licensing revenue is \$4,149,507, which is \$22,990 (1%) ahead of budget while Licensing expenses total \$52,732, which is \$11,842 (18%) below budget. The lower spending is largely the result of staffing efficiencies.

Admissions: *Admissions generated net profit of \$26 YTD.* YTD Admissions revenue is \$322,246 which is approximately \$3,929 or 1% under budget, and, \$28,164 below where it was at this time last year mainly due to lower student and attorney exam fees. Admissions expenses are \$322,220, or \$3,883 (1%) over budget due to higher ExamSoft fees and admissions ceremony expenses, partially offset by lower member database expenses.

UTAH STATE BAR
Budget and Finance Committee
Highlights of the February 2017 Financial Statements

NLTP: *The New Lawyer Training Program ("NLTP") generated a net loss of \$10,346 YTD compared to budgeted YTD net profit of \$2,481. The \$12,827 unfavorable variance is mainly a result of lower NLTP fees collected this year relative to budget and a loss incurred on an NLTP Ethics training seminar.*

OPC: *The OPC generated net expenditures of \$877,835 YTD which is on track with budget.*

CLE: *CLE generated a net profit of \$116,797 YTD. Actual CLE YTD revenue is \$359,230 compared to budgeted revenue of \$283,317. CLE expenses are just over budget at \$242,433 compared to budget of \$240,330. These variances mainly result from timing differences between when event revenue is collected and expenses are incurred relative to the months in which they're budgeted.*

Summer Convention: *The Summer Convention generated a net loss of \$11,330 YTD. Summer Convention revenue of \$189,012 was just over the \$188,000 budget. Expenses are right on budget, but it is estimated that an additional \$8,000 in meeting, staff and overhead expenses will be incurred throughout the remainder of the fiscal year bringing the net loss for the fiscal year closer to \$20,000.*

Fall Forum: *The Fall Forum generated a net loss of \$28,348 YTD. Fall Forum revenue of \$129,261 exceeded the budget of \$124,150 mainly due to higher than budgeted registration revenue. Expenses totaled \$157,609 compared to budgeted expenses of \$148,442 due to higher food and beverage expenses.*

Spring Convention: *The Spring Convention generated a net profit of \$94,991 YTD. Spring Convention revenue of \$121,183 is just ahead of the YTD budget of \$119,027. YTD Spring Convention expenses of \$26,192 are in line with the YTD budget (most expenses will be processed in March).*

Member Services: *Member Services generated a net loss of \$208,434 YTD compared to a budgeted loss of \$236,867. Member Services revenue is \$19,347 (10%) under budget due to lower than expected Bar Journal advertising revenue. Member Services expenses are \$47,780 (11%) under budget due in large part to lower than budgeted advertising expenses.*

Public Services: *Public Services generated net expenditures of \$309,451 YTD. This is in line with the budgeted YTD amount of \$310,569.*

Bar Operations: *Bar Operations (Management, Finance, General Counsel, IT, and Commission/Special Projects) generated net expenditures of \$976,892 YTD compared to budgeted YTD expenditures of \$1,006,992. This favorable variance is due to a positive variance in investment income of \$21,115. YTD spending is under budget by \$7,211 with some areas being over budget (travel, food & beverage, and convention registration for staff and Commissioners who attended the Summer Convention) and some areas being under budget (lower spending on salaries/benefits, database maintenance expenses, and outside consultants).*

Facilities: *Facilities generated a net loss of \$184,585 YTD. Revenue from facilities usage continues to decline*

UTAH STATE BAR
Budget and Finance Committee
Highlights of the February 2017 Financial Statements

compared to prior years and is \$41,935 or 21% below budget thus far this year due to fewer events taking place at the Law & Justice Center. Likewise, YTD expenses are \$15,977 under budget as a result of fewer events. Below is a summary of facility usage by event type for the first eight months of this year compared to the same period the last two years:

Event Type	YTD through February 28		
	FY17	FY16	FY15
Outside groups:			
Commercial	24	30	7
Educational	34	71	73
Governmental/regulatory	11	35	83
NFP	195	236	294
Other	-	-	-
Total outside groups	264	372	457
CLE events	60	35	50
Section events	100	115	156
MCLE	1	2	1
Total excluding internal/committees	425	524	664
<i>Decline compared to prior year</i>	<i>-19%</i>	<i>-19%</i>	
Committees/internal events	444	469	435
Total events	869	993	1,099
<i>Decline compared to prior year</i>	<i>-12%</i>	<i>-10%</i>	<i>4%</i>

ADDITIONAL COMMENTS

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

Operations Reserve (4 months' operations)	\$2,099,000
Capital Replacement Reserve (equipment)	200,000
Capital Replacement Reserve (building)	<u>650,000</u>
Total	<u>\$2,949,000</u>
Estimated cash reserve at February 28, 2017	<u>\$3,700,000</u>

Utah State Bar Income Statement February 28, 2017

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
Revenue							
Licensing	4,121,186	4,149,507	4,126,517	22,990	101%	4,219,089	98%
Admissions	350,410	322,246	326,175	(3,929)	99%	478,106	67%
NLTP	56,400	49,093	60,076	(10,983)	82%	85,000	58%
OPC	5,540	7,376	4,324	3,052	171%	12,000	61%
CLE	271,337	359,230	283,317	75,913	127%	566,000	63%
Summer Convention	193,479	189,012	188,000	1,012	101%	188,000	101%
Fall Forum	118,251	129,261	124,150	5,111	104%	124,150	104%
Spring Convention	93,000	121,183	119,027	2,156	102%	128,000	95%
Member Services	191,565	177,512	196,859	(19,347)	90%	241,027	74%
Public Services	11,335	8,060	11,365	(3,305)	71%	21,747	37%
Bar Operations	42,952	63,503	40,614	22,889	156%	63,535	100%
Facilities	175,550	155,406	197,341	(41,935)	79%	308,442	50%
Total Revenue	5,631,005	5,731,387	5,677,765	53,622	101%	6,435,096	89%
Expenses							
Licensing	55,977	52,732	64,574	11,842	82%	110,732	48%
Admissions	309,343	322,220	318,337	(3,883)	101%	481,145	67%
NLTP	52,902	59,439	57,595	(1,844)	103%	87,053	68%
OPC	845,627	885,211	888,695	3,484	100%	1,336,238	66%
CLE	236,876	242,433	240,330	(2,103)	101%	513,282	47%
Summer Convention	211,663	200,342	200,028	(314)	100%	212,766	94%
Fall Forum	141,479	157,609	148,442	(9,167)	106%	150,462	105%
Spring Convention	27,892	26,192	26,345	153	99%	118,917	22%
Member Services	380,004	385,946	433,726	47,780	89%	692,407	56%
Public Services	310,946	317,511	321,934	4,423	99%	463,948	68%
Bar Operations	943,979	1,040,395	1,047,606	7,211	99%	1,570,151	66%
Facilities	342,526	339,990	355,967	15,977	96%	560,681	61%
Total Expenses	3,859,214	4,030,020	4,103,579	73,559	98%	6,297,782	64%
Net Profit (Loss)	\$ 1,771,791	\$ 1,701,368	\$ 1,574,186	\$ 127,181	108%	\$ 137,314	1239%
Depreciation	146,335	151,464	155,875	4,411	97%	242,215	
Cash increase (decrease) from operations	1,918,126	1,852,832	1,730,061	122,771	107%	379,529	
Changes in operating assets/liabilities	(2,347,412)	(2,337,271)	(2,337,271)	-	100%	20,000	
Capital expenditures	(42,639)	(27,215)	(122,667)	95,452	22%	(184,000)	
Net change in cash	\$ (471,925)	\$ (511,654)	\$ (729,876)	\$ 218,222	70%	\$ 215,529	-237%

February 28, 2017

Net Profit (Loss)

Utah State Bar

Admissions

February 28, 2017

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
Revenue							
4001 · Admissions - Student Exam Fees	120,950	112,050	123,150	(11,100)	91%	164,640	68%
4002 · Admissions - Attorney Exam Fees	53,595	44,600	47,755	(3,155)	93%	67,492	66%
4003 · Admissions - Retake Fees	41,100	42,900	31,615	11,285	136%	48,000	89%
4004 · Admissions - Laptop Fees	51,300	49,050	49,159	(109)	100%	70,000	70%
4005 · Admissions - Application Forms	-	-	-	-	-	-	-
4006 · Transfer App Fees	18,900	900	800	100	113%	1,000	90%
4008 · Attorney - Motion	32,850	46,400	46,940	(540)	99%	76,002	61%
4009 · House Counsel	14,450	13,600	13,152	448	103%	14,700	93%
4095 · Miscellaneous Income	1,115	1,146	655	491	175%	1,273	90%
4096 · Late Fees	16,150	11,600	12,949	(1,349)	90%	34,999	33%
Total Revenue	350,410	322,246	326,175	(3,929)	99%	478,106	73%
Expenses							
Program Services	82,601	94,970	84,784	(10,186)	112%	129,284	73%
Salaries & Benefits	194,448	198,054	201,074	3,020	98%	303,468	65%
General & Administrative	25,782	22,564	25,626	3,062	88%	37,893	60%
Building Overhead	6,513	6,633	6,853	220	97%	10,500	63%
Total Expenses	309,343	322,220	318,337	(3,883)	101%	481,145	67%
Net Profit (Loss)	\$ 41,067	\$ 26	\$ 7,838	\$ (7,812)	0%	\$ (3,039)	-1%

Utah State Bar

NLTP

February 28, 2017

Revenue		Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
4020 · NLTP Fees		56,400	51,450	60,076	(8,626)	86%	85,000	61%
4095 · Miscellaneous Income		-	-	-	-	-	-	-
4096 · Late Fees		-	-	-	-	-	-	-
4200 · Seminar Profit/Loss		-	(2,357)	-	(2,357)	-	-	-
Total Revenue		56,400	49,093	60,076	(10,983)	82%	85,000	58%
Expenses								
Program Services		3,723	5,077	5,331	254	95%	6,800	75%
Salaries & Benefits		41,914	45,770	44,613	(1,158)	103%	68,629	67%
General & Administrative		3,281	4,534	3,458	(1,076)	131%	5,198	87%
Building Overhead		3,985	4,058	4,193	135	97%	6,426	63%
Total Expenses		52,902	59,439	57,595	(1,844)	103%	87,053	68%
Net Profit (Loss)		\$ 3,498	\$ (10,346)	\$ 2,481	\$ (12,827)	-417%	\$ (2,053)	504%

Utah State Bar OPC February 28, 2017

		Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
Revenue								
	4095 · Miscellaneous Income	1,839	1,680	1,156	524	145%	2,000	84%
	4200 · Seminar Profit/Loss	3,701	5,696	3,168	2,528	-	10,000	57%
	Total Revenue	5,540	7,376	4,324	3,052	171%	12,000	61%
Expenses								
	Program Services	15,660	20,922	13,636	(7,286)	153%	23,196	90%
	Salaries & Benefits	714,968	741,282	755,052	13,770	98%	1,134,901	65%
	General & Administrative	57,758	64,712	59,811	(4,901)	108%	85,852	75%
	Building Overhead	57,240	58,294	60,196	1,902	97%	92,289	63%
	Total Expenses	845,627	885,211	888,695	3,484	100%	1,336,238	66%
Net Profit (Loss)		\$ (840,086)	\$ (877,835)	\$ (884,371)	\$ 6,536	99%	\$ (1,324,238)	66%

Utah State Bar CLE

February 28, 2017

		Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
Revenue								
	4051 · Meeting - Registration	-	-	-	-	-	-	-
	4052 · Meeting - Sponsor Revenue	5,750	17,250	1,865	15,385	925%	14,000	123%
	4053 · Meeting - Vendor Revenue	-	-	-	-	-	-	-
	4054 · Meeting - Material Sales	15	-	-	-	-	-	-
	4055 · Meeting - Sp Ev Registration	-	-	-	-	-	-	-
	4081 · CLE - Registrations	219,042	242,910	211,711	31,199	115%	450,000	54%
	4082 · CLE - Video Library Sales	46,706	78,181	67,176	11,005	116%	100,000	78%
	4083 · CLE - Material Sales	-	-	-	-	-	-	-
	4084 · Business Law Book Sales	5,913	10,026	5,533	4,493	181%	12,000	84%
	4095 · Miscellaneous Income	-	9,050	-	9,050	-	-	-
	4200 · Seminar Profit/Loss	(6,089)	1,813	(2,968)	4,781	-61%	(10,000)	-18%
	Total Revenue	271,337	359,230	283,317	75,913	127%	566,000	63%
Expenses								
	Program Services	105,897	113,598	95,456	(18,142)	119%	290,811	39%
	Salaries & Benefits	81,052	79,775	85,902	6,127	93%	127,014	63%
	General & Administrative	34,777	33,305	43,725	10,420	76%	71,336	47%
	Building Overhead	15,151	15,755	15,247	(508)	103%	24,121	65%
	Total Expenses	236,876	242,433	240,330	(2,103)	101%	513,282	47%
	Net Profit (Loss)	\$ 34,461	\$ 116,797	\$ 42,987	\$ 73,810	272%	\$ 52,718	222%

Utah State Bar Summer Convention February 28, 2017

Revenue		Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
4051 · Meeting - Registration		160,403	156,612	156,000	612	100%	156,000	100%
4052 · Meeting - Sponsor Revenue		18,650	20,000	18,000	2,000	111%	18,000	111%
4053 · Meeting - Vendor Revenue		11,500	10,600	11,000	(400)	96%	11,000	96%
4054 · Meeting - Material Sales		-	-	-	-	-	-	-
4055 · Meeting - Sp Ev Registration		2,926	1,800	3,000	(1,200)	60%	3,000	60%
4095 · Miscellaneous Income		-	-	-	-	-	-	-
Total Revenue		193,479	189,012	188,000	1,012	101%	188,000	101%
Expenses								
Program Services		174,883	168,855	163,558	(5,297)	103%	164,200	103%
Salaries & Benefits		23,435	15,631	21,492	5,861	73%	32,398	48%
General & Administrative		11,752	14,234	13,302	(932)	107%	13,599	105%
Building Overhead		1,594	1,623	1,676	53	97%	2,569	63%
Total Expenses		211,663	200,342	200,028	(314)	100%	212,766	94%
Net Profit (Loss)		\$ (18,185)	\$ (11,330)	\$ (12,028)	\$ 698	94%	\$ (24,766)	46%

Utah State Bar Fall Forum February 28, 2017

Revenue		Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
4051 · Meeting - Registration		93,501	106,861	89,700	17,161	119%	89,700	119%
4052 · Meeting - Sponsor Revenue		15,000	10,000	20,000	(10,000)	50%	20,000	50%
4053 · Meeting - Vendor Revenue		9,600	12,025	14,450	(2,425)	83%	14,450	83%
4054 · Meeting - Material Sales		-	-	-	-	-	-	-
4055 · Meeting - Sp Ev Registration		150	375	-	375	-	-	-
4095 · Miscellaneous Income		-	-	-	-	-	-	-
Total Revenue		118,251	129,261	124,150	5,111	104%	124,150	104%
Expenses								
Program Services		114,042	131,943	112,500	(19,443)	117%	112,500	117%
Salaries & Benefits		10,448	11,565	11,979	414	97%	13,106	88%
General & Administrative		15,396	12,479	22,286	9,808	56%	22,286	56%
Building Overhead		1,594	1,623	1,677	54	97%	2,570	63%
Total Expenses		141,479	157,609	148,442	(9,167)	106%	150,462	105%
Net Profit (Loss)		\$ (23,228)	\$ (28,348)	\$ (24,292)	\$ (4,056)	117%	\$ (26,312)	108%

Utah State Bar Spring Convention February 28, 2017

Revenue		Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
4051 · Meeting - Registration		72,390	92,440	93,854	(1,414)	-	102,000	91%
4052 · Meeting - Sponsor Revenue		11,600	17,400	14,000	3,400	124%	14,000	124%
4053 · Meeting - Vendor Revenue		7,300	8,400	10,000	(1,600)	84%	10,000	84%
4054 · Meeting - Material Sales		-	-	-	-	-	-	-
4055 · Meeting - Sp Ev Registration		1,710	2,943	1,173	1,770	-	2,000	147%
4095 · Miscellaneous Income		-	-	-	-	-	-	-
Total Revenue		93,000	121,183	119,027	2,156	102%	128,000	95%
Expenses								
Program Services		15,695	10,325	13,423	3,098	77%	91,021	11%
Salaries & Benefits		4,810	7,100	5,152	(1,948)	138%	16,556	43%
General & Administrative		5,793	7,144	6,093	(1,051)	117%	8,770	81%
Building Overhead		1,594	1,623	1,677	54	97%	2,570	63%
Total Expenses		27,892	26,192	26,345	153	99%	118,917	22%
Net Profit (Loss)		\$ 65,108	\$ 94,991	\$ 92,682	\$ 2,309	102%	\$ 9,083	1046%

Utah State Bar
Member Services
(Bar Journal, Member Benefits, Section Support, Legislative, Public Education & YLD)
February 28, 2017

Revenue		Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
4010 · Section/Local Bar Support fees		81,739	80,437	84,000	(3,563)	96%	85,000	95%
4052 · Meeting - Sponsor Revenue		-	1,000	-	1,000	-	1,000	100%
4061 · Advertising Revenue		103,060	90,786	105,499	(14,713)	86%	145,000	63%
4062 · Subscriptions		150	60	150	(90)	40%	150	40%
4071 · Mem Benefits - Lexis		2,715	833	3,438	(2,605)	24%	3,438	24%
4072 · Royalty Inc - Bar J, MBNA, LM,M		3,731	4,396	3,772	624	117%	6,439	68%
4081 · CLE - Registrations		170	-	-	-	-	-	-
4093 · Law Day Revenue		-	-	-	-	-	-	-
4095 · Miscellaneous Income		-	-	-	-	-	-	-
4200 · Seminar Profit/Loss		-	-	-	-	-	-	-
Total Revenue		191,565	177,512	196,859	(19,347)	90%	241,027	74%
Expenses								
Program Services		150,942	167,002	180,978	13,976	92%	284,502	59%
Salaries & Benefits		121,511	126,563	125,957	(606)	100%	193,837	65%
General & Administrative		93,719	77,969	112,880	34,911	69%	191,988	41%
Building Overhead		13,831	14,412	13,911	(501)	104%	22,080	65%
Total Expenses		380,004	385,946	433,726	47,780	89%	692,407	56%
Net Profit (Loss)		\$ (188,439)	\$ (208,434)	\$ (236,867)	\$ 28,433	88%	\$ (451,380)	46%

Utah State Bar
Public Services
(Committees, Consumer Assistance, Access to Justice, Tuesday Night Bar)
February 28, 2017

Revenue		Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
4010 · Section/Local Bar Support fees		-	-	-	-	-	-	-
4063 · Modest Means revenue		11,325	8,050	11,363	(3,313)	71%	16,000	50%
4093 · Law Day Revenue		-	-	-	-	-	5,737	0%
4095 · Miscellaneous Income		10	10	2	8	500%	10	100%
4200 · Seminar Profit/Loss		-	-	-	-	-	-	-
Total Revenue		11,335	8,060	11,365	(3,305)	71%	21,747	37%
Expenses								
Program Services		102,900	107,437	111,889	4,452	96%	143,189	75%
Salaries & Benefits		169,474	169,850	179,985	10,135	94%	270,119	63%
General & Administrative		25,849	27,267	16,675	(10,592)	164%	30,127	91%
Building Overhead		12,723	12,957	13,385	428	97%	20,513	63%
Total Expenses		310,946	317,511	321,934	4,423	99%	463,948	68%
Net Profit (Loss)		\$ (299,611)	\$ (309,451)	\$ (310,569)	\$ 1,118	100%	\$ (442,201)	70%

Utah State Bar
Bar Operations
(Bar Management, General Counsel, IT, Commission/Special Projects)
February 28, 2017

Revenue		Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
4031 · Enhanced Web Revenue		-	-	-	-	-	-	-
4052 · Meeting - Sponsor Revenue		-	-	1,326	(1,326)	0%	2,652	0%
4060 · E-Filing Revenue		10,973	12,952	10,649	2,303	122%	20,000	65%
4103 · In - Kind Revenue - UDR		488	821	443	378	185%	825	100%
4095 · Miscellaneous Income		558	701	282	419	249%	898	78%
Investment Income		30,933	49,029	27,914	21,115	176%	39,160	79%
Total Revenue		42,952	63,503	40,614	22,889	156%	63,535	68%
Expenses								
Program Services		118,706	191,859	144,556	(47,303)	133%	218,451	88%
Salaries & Benefits		636,929	677,061	716,548	39,487	94%	1,089,568	62%
General & Administrative		155,733	136,685	152,513	15,828	90%	208,338	66%
In Kind		488	2,076	210	(1,866)	989%	2,001	104%
Building Overhead		32,124	32,715	33,779	1,064	97%	51,793	63%
Total Expenses		943,979	1,040,395	1,047,606	7,211	99%	1,570,151	66%
Net Profit (Loss)		\$ (901,027)	\$ (976,892)	\$ (1,006,992)	\$ 30,100	97%	\$ (1,506,616)	65%

Utah State Bar Facilities

February 28, 2017

		Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
Revenue	4039 · Room Rental-All parties	79,721	72,102	85,373	(13,272)	84%	131,599	55%
	4042 · Food & Beverage Rev-All Parties	80,294	66,813	94,358	(27,545)	71%	150,906	44%
	4043 · Setup & A/V charges-All parties	2,868	1,756	3,804	(2,048)	46%	4,230	42%
	4090 · Tenant Rent	12,642	14,448	13,790	658	105%	21,670	67%
	4095 · Miscellaneous Income	24	288	16	272	1799%	37	778%
	Total Revenue	175,550	155,406	197,341	(41,935)	79%	308,442	50%
Expenses	Program Services	75,341	63,705	89,103	25,398	71%	149,428	43%
	Salaries & Benefits	87,885	98,648	89,028	(9,620)	111%	138,976	71%
	General & Administrative	12,058	12,270	2,626	(9,644)	467%	6,494	189%
	In Kind	18,675	13,631	19,812	6,181	69%	26,532	51%
	Building Overhead	148,567	151,736	155,398	3,662	98%	239,251	63%
	Total Expenses	342,526	339,990	355,967	15,977	96%	560,681	61%
Net Profit (Loss)		\$ (166,976)	\$ (184,585)	\$ (158,626)	\$ (25,959)	116%	\$ (252,239)	73%

Utah State Bar
Income Statement - Consolidated By Account
February 28, 2017

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
Revenue							
4001 · Admissions - Student Exam Fees	120,950	112,050	123,150	(11,100)	91%	164,640	68%
4002 · Admissions - Attorney Exam Fees	53,595	44,600	47,755	(3,155)	93%	67,492	66%
4003 · Admissions - Retake Fees	41,100	42,900	31,615	11,285	136%	48,000	89%
4004 · Admissions - Laptop Fees	51,300	49,050	49,159	(109)	100%	70,000	70%
4006 · Transfer App Fees	18,900	900	800	100	113%	1,000	90%
4008 · Attorney - Motion	32,850	46,400	46,940	(540)	99%	76,002	61%
4009 · House Counsel	14,450	13,600	13,152	448	103%	14,700	93%
4010 · Section/Local Bar Support fees	101,617	97,017	103,195	(6,178)	94%	105,367	92%
4020 · NLTP Fees	56,400	51,450	60,076	(8,626)	86%	85,000	61%
4021 · Lic Fees > 3 Years	3,380,165	3,442,175	3,431,866	10,309	100%	3,456,892	100%
4022 · Lic Fees < 3 Years	260,210	230,395	243,468	(13,073)	95%	265,924	87%
4023 · Lic Fees - House Counsel	22,270	26,335	21,104	5,231	125%	22,715	116%
4025 · Pro Hac Vice Fees	49,750	38,500	47,385	(8,885)	81%	71,910	54%
4026 · Lic Fees - Inactive/FS	106,550	110,750	107,059	3,691	103%	107,661	103%
4027 · Lic Fees - Inactive/NS	195,175	207,175	196,234	10,941	106%	200,578	103%
4029 · Prior Year Lic Fees	430	3,646	774	2,872	471%	2,096	174%
4030 · Certs of Good Standing	15,360	16,670	15,594	1,076	107%	23,950	70%
4039 · Room Rental-All parties	79,721	72,102	85,373	(13,272)	84%	131,599	55%
4042 · Food & Beverage Rev-All Parties	80,294	66,813	94,358	(27,545)	71%	150,906	44%
4043 · Setup & A/V charges-All parties	2,868	1,756	3,804	(2,048)	46%	4,230	42%
4051 · Meeting - Registration	326,294	355,913	339,554	16,359	105%	347,700	102%
4052 · Meeting - Sponsor Revenue	51,000	65,650	55,191	10,459	119%	69,652	94%
4053 · Meeting - Vendor Revenue	28,400	31,025	35,450	(4,425)	88%	35,450	88%
4054 · Meeting - Material Sales	15	-	-	-	-	-	-
4055 · Meeting - Sp Ev Registration	4,786	5,118	4,173	945	123%	5,000	102%
4060 · E-Filing Revenue	10,973	12,952	10,649	2,303	122%	20,000	65%
4061 · Advertising Revenue	103,060	90,786	105,499	(14,713)	86%	145,000	63%
4062 · Subscriptions	150	60	150	(90)	40%	150	40%
4063 · Modest Means revenue	11,325	8,050	11,363	(3,313)	71%	16,000	50%
4071 · Mem Benefits - Lexis	2,715	833	3,438	(2,605)	24%	3,438	24%
4072 · Royalty Inc - Bar J, MBNA, LM,M	3,731	4,396	3,772	624	117%	6,439	68%
4081 · CLE - Registrations	219,212	242,910	211,711	31,199	115%	450,000	54%
4082 · CLE - Video Library Sales	46,706	78,181	67,176	11,005	116%	100,000	78%
4084 · Business Law Book Sales	5,913	10,026	5,533	4,493	181%	12,000	84%
4090 · Tenant Rent	12,642	14,448	13,790	658	105%	21,670	67%
4093 · Law Day Revenue	-	-	-	-	-	5,737	0%
4095 · Miscellaneous Income	4,725	14,155	3,491	10,664	405%	6,214	228%
4096 · Late Fees	86,370	67,600	55,407	12,193	122%	79,999	85%
4103 · In - Kind Revenue - UDR	488	821	443	378	185%	825	100%
4200 · Seminar Profit/Loss	(2,388)	5,151	200	4,951	2576%	-	-
Investment income	30,933	49,029	27,914	21,115	176%	39,160	125%
Total Revenue	5,631,005	5,731,387	5,677,765	53,622	101%	6,435,096	89%
Program Service Expenses							
5001 · Meeting Facility-external only	42,344	30,665	31,460	795	97%	56,419	54%
5002 · Meeting facility-internal only	43,347	42,669	41,033	(1,636)	104%	67,568	63%
5013 · ExamSoft	14,205	16,148	14,144	(2,004)	114%	22,000	73%
5014 · Questions	32,757	33,835	34,009	174	99%	52,000	65%
5015 · Investigations	-	175	136	(39)	129%	1,704	10%
5016 · Credit Checks	1,048	1,005	1,006	1	100%	2,500	40%
5017 · Medical Exam	183	2,560	800	(1,760)	320%	800	320%
5025 · Temp Labor/Proctors	6,100	6,600	6,000	(600)	110%	6,000	110%
5030 · Speaker Fees & Expenses	30,448	52,196	72,570	20,374	72%	93,962	56%
5031 · Speaker Reimb. - Receipt Req'd	3,158	2,678	868	(1,810)	308%	9,168	29%
5035 · Awards	1,340	2,030	1,249	(781)	163%	3,128	65%
5037 · Grants/ contributions - general	16,241	2,750	18,098	15,348	15%	20,964	13%
5040 · Witness & Hearing Expense	2,423	9,355	516	(8,839)	1813%	1,749	535%

Utah State Bar
Income Statement - Consolidated By Account
February 28, 2017

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
5041 · Process Serving	2,213	729	1,115	386	65%	1,200	61%
5042 · Operations Audit	-	28,500	30,000	1,500	95%	30,000	95%
5045 · Bar Anniversary	-	6	-	(6)	-	-	-
5046 · Court Reporting	325	-	400	400	0%	400	0%
5047 · Casemaker	46,456	45,287	47,014	1,727	96%	71,000	64%
5055 · Legislative Expense	7,000	30,129	28,000	(2,129)	108%	42,000	72%
5060 · Program Special Activities	4,322	75	5,991	5,916	1%	9,448	1%
5061 · LRE - Bar Support	65,000	65,000	65,000	-	100%	65,000	100%
5062 · Law Day	(1,110)	1,000	-	(1,000)	-	12,353	8%
5063 · Special Event Expense	5,816	21,586	10,228	(11,358)	211%	14,000	154%
5064 · MCLE Fees Paid	16,897	17,824	14,537	(3,287)	123%	32,900	54%
5070 · Equipment Rental	26,297	50,947	26,357	(24,590)	193%	43,424	117%
5075 · Food & Bev-external costs only	296,167	288,409	245,085	(43,324)	118%	432,542	67%
5076 · Food & beverage - internal only	41,846	42,400	40,951	(1,449)	104%	67,993	62%
5079 · Soft Drinks	8,090	5,873	8,432	2,559	70%	13,473	44%
5085 · Misc. Program Expense	3,863	5,909	4,339	(1,570)	136%	10,211	58%
5090 · Commission Expense	19,621	17,382	18,558	1,176	94%	25,000	70%
5095 · Wills for Heroes	-	-	1,400	1,400	0%	2,500	0%
5096 · UDR Support	-	10,000	10,000	-	100%	10,000	100%
5099 · Blomquist Hale	49,321	49,303	50,009	706	99%	75,000	66%
5702 · Travel - Lodging	16,337	31,128	21,166	(9,962)	147%	39,534	79%
5703 · Travel - Transportation/Parking	5,068	16,545	11,615	(4,930)	142%	19,153	86%
5704 · Travel - Mileage Reimbursement	11,770	6,893	7,079	186	97%	12,330	56%
5705 · Travel - Per Diems	4,640	2,571	5,308	2,738	48%	7,134	36%
5706 · Travel - Meals	-	493	298	(195)	166%	550	90%
5707 · Travel - Commission Mtgs	24,748	32,643	28,500	(4,143)	115%	36,736	89%
5805 · ABA Annual Meeting	6,639	3,928	4,772	844	82%	12,599	31%
5810 · ABA Mid Year Meeting	7,250	7,385	7,656	271	96%	14,051	53%
5815 · Commission/Education	-	16,740	6,550	(10,190)	256%	9,900	169%
5820 · ABA Annual Delegate	5,109	6,769	6,583	(186)	103%	11,004	62%
5830 · Western States Bar Conference	225	9,777	193	(9,584)	5066%	10,000	98%
5840 · President's Expense	15,932	12,496	12,000	(496)	104%	18,000	69%
5841 · President's Reimbursement	4,120	306	2,329	2,023	13%	5,000	6%
5850 · Leadership Academy	5,507	8,126	15,000	6,874	54%	20,000	41%
5855 · Bar Review	934	330	4,000	3,670	8%	8,000	4%
5865 · Retreat	29,840	21,388	15,000	(6,388)	143%	15,000	143%
5960 · Overhead Allocation - Seminars	-	-	2,840	2,840	0%	1,261	0%
5970 · Event Revenue Sharing - 3rd Pty	36,549	15,153	35,020	19,867	43%	76,724	20%
Total Program Service Expenses	960,389	1,075,692	1,015,214	(60,478)	106%	1,613,382	67%
Salaries & Benefit Expenses							
5510 · Salaries/Wages	1,665,996	1,697,672	1,757,413	59,741	97%	2,662,648	64%
5605 · Payroll Taxes	121,066	124,523	129,238	4,715	96%	196,265	63%
5610 · Health Insurance	148,107	162,125	161,964	(161)	100%	250,653	65%
5630 · Dental Insurance	9,217	10,537	10,080	(457)	105%	15,958	66%
5640 · Life & LTD Insurance	11,835	11,792	14,412	2,620	82%	18,013	65%
5645 · Workman's Comp Insurance	2,680	2,183	2,504	321	87%	3,292	66%
5650 · Retirement Plan Contributions	146,124	160,101	177,472	17,370	90%	265,165	60%
5655 · Retirement Plan Fees & Costs	11,318	10,989	12,574	1,585	87%	24,832	44%
5660 · Training/Development	7,694	20,744	11,807	(8,937)	176%	13,701	151%
Total Salaries & Benefit Expenses	2,124,038	2,200,666	2,277,464	76,798	97%	3,450,527	62%
General & Administrative Expenses							
7025 · Office Supplies	17,323	14,879	18,879	4,000	79%	26,706	56%
7033 · Operating Meeting Supplies	13,752	14,216	13,607	(609)	104%	22,001	65%
7035 · Postage/Mailing, net	60,972	40,757	52,404	11,647	78%	69,842	58%
7040 · Copy/Printing Expense	122,695	111,128	118,190	7,062	94%	177,481	63%
7041 · Copy/Print revenue	(17,768)	(16,232)	(18,037)	(1,805)	90%	(28,046)	58%

Utah State Bar
Income Statement - Consolidated By Account
February 28, 2017

	Actual LYTD	Actual YTD	Budget YTD	Fav (Unfav) variance	% of Budget	Total Budget	YTD % of Tot Budget
7045 · Internet Service	3,278	9,791	12,629	2,838	78%	16,055	61%
7050 · Computer Maintenance	9,752	18,999	20,020	1,021	95%	35,637	53%
7055 · Computer Supplies & Small Equip	10,618	4,532	18,825	14,293	24%	23,310	19%
7089 · Membership Database Fees	34,233	28,823	35,365	6,542	82%	41,965	69%
7095 · Fax Equip & Supplies	970	-	-	-	-	-	-
7100 · Telephone	19,415	41,583	17,077	(24,506)	244%	35,950	116%
7105 · Advertising	1,038	1,683	16,400	14,717	10%	58,550	3%
7106 · Public Notification	1,077	482	788	306	61%	1,500	32%
7110 · Publications/Subscriptions	9,354	12,386	9,333	(3,053)	133%	13,596	91%
7115 · Public Relations	991	2,368	7,689	5,321	31%	12,689	19%
7120 · Membership/Dues	10,200	9,262	9,937	675	93%	11,623	80%
7135 · Bank Service Charges	1,484	996	1,410	414	71%	2,200	45%
7136 · ILM Service Charges	9,684	10,692	9,545	(1,147)	112%	13,498	79%
7138 · Bad debt expense	-	-	-	-	-	500	0%
7140 · Credit Card Merchant Fees	48,189	23,026	43,554	20,528	53%	91,040	25%
7140 · Credit Card Merchant Fees - Other	-	19,691	-	(19,691)	-	-	-
7141 · Credit Card surcharge	(24,075)	(18,052)	(21,334)	(3,282)	85%	(50,788)	36%
7145 · Commission Election Expense	-	-	-	-	-	1,626	0%
7150 · E&O/Off & Dir Insurance	26,559	32,798	31,780	(1,018)	103%	46,232	71%
7160 · Audit Expense	30,504	29,539	30,400	861	97%	30,400	97%
7170 · Lobbying Rebates	14	7	19	12	38%	1,000	1%
7175 · O/S Consultants	45,778	11,073	27,687	16,614	40%	28,796	38%
7176 · Bar Litigation	8,852	7,695	6,913	(782)	111%	14,999	51%
7177 · UPL	118	7,745	212	(7,533)	3653%	5,002	155%
7178 · Offsite Storage/Backup	2,402	2,628	2,280	(348)	115%	3,501	75%
7179 · Payroll Adm Fees	1,871	1,872	1,998	126	94%	3,001	62%
7180 · Administrative Fee Expense	895	830	1,053	223	79%	1,700	49%
7190 · Lease Interest Expense	-	-	-	-	-	1,698	0%
7191 · Lease Sales Tax Expense	141	253	68	(185)	372%	283	89%
7195 · Other Gen & Adm Expense	6,575	7,189	10,187	2,998	71%	10,950	66%
Total General & Administrative Expenses	456,890	432,636	478,878	46,242	90%	724,497	63%
In Kind Expenses							
7103 · InKind Contrib-UDR & all other	19,163	15,707	20,022	4,315	78%	28,533	55%
Total In Kind Expenses	19,163	15,707	20,022	4,315	78%	28,533	67%
Building Overhead Expenses							
6015 · Janitorial Expense	20,034	19,916	21,384	1,467	93%	31,603	63%
6020 · Heat	11,597	11,173	12,796	1,623	87%	19,205	58%
6025 · Electricity	32,189	32,352	33,995	1,643	95%	50,297	64%
6030 · Water/Sewer	3,022	3,883	3,393	(490)	114%	4,854	80%
6035 · Outside Maintenance	8,415	4,475	7,856	3,381	57%	11,887	38%
6040 · Building Repairs	9,887	20,440	9,425	(11,015)	217%	13,659	150%
6045 · Bldg Mtncn Contracts	25,469	23,532	27,727	4,195	85%	44,281	53%
6050 · Bldg Mtncn Supplies	1,327	1,906	1,164	(742)	164%	1,987	96%
6055 · Real Property Taxes	23,458	24,931	22,528	(2,403)	111%	37,064	67%
6060 · Personal Property Taxes	480	533	504	(29)	106%	753	71%
6065 · Bldg Insurance/Fees	16,521	10,714	15,354	4,640	70%	23,038	47%
6070 · Building & Improvements Depre	35,072	34,948	38,436	3,488	91%	57,656	61%
6075 · Furniture & Fixtures Depre	10,268	10,202	11,191	989	91%	16,793	61%
7065 · Computers, Equip & Sftwre Depr	100,996	106,313	106,248	(65)	100%	167,766	63%
Total Building Overhead Expenses	298,734	305,318	312,001	6,683	98%	480,843	62%
Total Expenses	3,859,214	4,030,020	4,103,579	73,559	98%	6,297,782	61%
Net Profit (Loss)	\$ 1,771,791	\$ 1,701,368	\$ 1,574,186	\$ 127,181	-11%	\$ 137,314	

Utah State Bar Balance Sheets

	<u>2/28/2017</u>	<u>6/30/2016</u>
ASSETS		
Current Assets		
Petty Cash	\$ 625	\$ 625
Cash in Bank	195,551	493,263
Invested Funds	5,241,653	5,455,595
Total Cash/Investments	<u>5,437,829</u>	<u>5,949,482</u>
Accounts Receivable	19,171	35,761
Prepaid Expenses	70,827	222,763
A/R - Sections	<u>10,051</u>	<u>7,874</u>
Total Other Current Assets	<u>100,048</u>	<u>266,398</u>
Total Current Assets	<u>5,537,877</u>	<u>6,215,880</u>
Fixed Assets		
Property & Equipment	4,629,186	4,601,972
Accumulated Depreciation	(3,660,959)	(3,509,494)
Land	<u>633,142</u>	<u>633,142</u>
Total Fixed Assets	<u>1,601,369</u>	<u>1,725,619</u>
TOTAL ASSETS	<u><u>\$ 7,139,246</u></u>	<u><u>\$ 7,941,499</u></u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
AP Trade	\$ 16,624	\$ 98,414
Other Accounts Payable	8,118	114,112
Accrued Payables	380,570	403,622
Cap Lease Oblig - ST	845	2,905
A/P - Sections	1,715	148,080
Deferred Revenue	<u>500</u>	<u>2,144,858</u>
Total Current Liabilities	<u>408,371</u>	<u>2,911,991</u>
Long Term Liabilities		
Capital Lease Oblig	<u>-</u>	<u>-</u>
Total Long Term Liabilities	<u>-</u>	<u>-</u>
Total Liabilities	<u>408,371</u>	<u>2,911,991</u>
Equity		
Unrestricted Net Assets (R/E)	5,029,507	5,029,507
Fund Balance - Current Year	<u>1,701,368</u>	<u>-</u>
Total Equity	<u>6,730,875</u>	<u>5,029,507</u>
TOTAL LIABILITIES & EQUITY	<u><u>\$ 7,139,246</u></u>	<u><u>\$ 7,941,499</u></u>

UTAH STATE BAR
Membership Statistics
February 28, 2017

<u>STATUS</u>	<u>02/29/16</u>	<u>02/28/17</u>	<u>Change</u>
Active	7,920	8,117	197
Active under 3 years	1,095	1,050	(45)
Active Emeritus	137	169	32
In House Counsel	52	66	14
Foreign Legal Counsel	-	2	2
Subtotal - Active	9,204	9,404	200
Inactive - Full Service	722	764	42
Inactive - No Service	1,790	1,861	71
Inactive Emeritus	121	304	183
Subtotal - Inactive	2,633	2,929	296
Total Active and Inactive	11,837	12,333	496
<u>Supplemental Information</u>			
Paralegals	126	132	6
Associate Section Members	110	115	5
Journal Subscribers	125	125	-
<u>Active Attorneys by Region</u>			
1st Division (Logan - Brigham)	139	165	26
2nd Division (Davis - Weber)	644	839	195
3rd Division (Salt Lake)	4,421	5,531	1,110
4th Division (Utah)	713	1,184	471
5th Division (Southern Utah)	322	493	171
Out of State	698	1,184	486
Out of Country	5	8	3
No region designated	2,262	-	(2,262)
Total Active Attorneys	9,204	9,404	200