

**Utah State Bar Commission  
Meeting**

**Friday, August 27, 2021**

**Room: Prospector 2**

Sheraton Park City  
1895 Sidewinder Drive, Park City, Utah

**AGENDA**

**9:30 a.m. Commission Photo** (Business Casual Attire)

**1. 10:00 a.m. President's Welcome and Report: Heather Thuet**

**2. 10:00 a.m. Action items**

<i>05 Mins.</i>	2.1	Select YLD ABA Delegate: <b>Heather Thuet</b>	<b>Tab 1 Page 4</b>
<i>02 Mins.</i>	2.2	Appoint Ex Officio Members: <b>Heather Thuet</b>	<b>Tab 2 Page 11</b>
<i>02 Mins.</i>	2.3	Appoint Committee Chairs: <b>Heather Thuet</b>	<b>Tab 3 Page 13</b>
<i>02 Mins.</i>	2.4	Appoint Commission Liaisons: <b>Heather Thuet</b>	<b>Tab 4 Page 15</b>

**3. 10:15 a.m. Discussion Items**

<i>05 Mins.</i>	3.1	Bar Organization Rules: <b>Nancy Sylvester</b>	<b>Tab 5 Page 20</b>
<i>30 Mins.</i>	3.2	Keller Case Law Recap and Update: <b>Troy Booher</b>	

**10:50 Break**

**3. 11:00 a.m. Discussion Items** (continued)

<i>15 Mins.</i>	3.3	Utah Supreme Court: <b>Justice Himonas</b>
<i>25 Mins.</i>	3.4	The Future of the Bar from the Perspective of affinity bars.
<i>5 Mins.</i>	3.5	Blomquist Hale Report: <b>Cameron McBride</b> - <i>via Zoom</i>

**11:50 a.m. Break**

**4. 12:15 p.m. Working Lunch and Presentation: Janet Welch, Executive Director  
State Bar of Michigan - *via Zoom***

**5. 12:45 p.m. Budget Deep Dive: Rick Hoffman**

**6. 2:00 p.m. Discussion of Current Spend & Priorities for Future: Marty Moore**

**3:00 Break**

- 7. 3:15 p.m.**      **Approve support of the Executive and Judicial Compensation Committee's efforts during the 2022 legislative session to obtain judicial pay raises.**
- 8. 3:20 p.m.**      **Approve 2021-2022 Budget for Action**      **Tab 6   Page 30**
- 9. 3:30 p.m.**      **Executive Session**
- 4:00 p.m.**      **Adjourn**
- 5:00 p.m.**      **Commission Social with Guests**  
Silver Mine Room
- 6:00 p.m.**      **Dinner with Guests**  
Silver Mine Room
- 7-9:00 p.m.**      **Art Project with Guests**  
Prospector 2 Room

### **CONSENT AGENDA**

- 1.**      **Approve Minutes of July 28, 2021 Commission Meeting**      **Tab 7   Page 79**

### **CALENDAR**

<b>September 7</b>	Bar Review	5:30 p.m.	Alta Club
<b>September 23-25</b>	Jackrabbit Bar Conference		Boise, Idaho
<b>October (?)</b>	Admission Ceremony		Virtual
<b>October (?)</b>	2021 Northwestern States Bar Meeting		TBD
<b>October 8</b>	Executive Committee	Noon	Telephone/Video Conference
<b>October 15</b>	Commission Meeting	9:00 a.m.	Moab, Utah
<b>November 12</b>	Executive Committee	Noon	Telephone/Video Conference
<b>November 17</b>	Breakfast with Lawyer Legislators	7:30 a.m.	State Capitol Boardroom
<b>November 18</b>	Commission Meeting	9:00 a.m.	Law & Justice Center
<b>November 19</b>	Fall Forum		Little America Hotel, SLC
<b>December 10</b>	Executive Committee	Noon	Telephone/Video Conference
<b>December 17</b>	Commission Meeting	9:00 a.m.	Law & Justice Center

**Utah State Bar Commission  
Retreat**

**Saturday, August 28, 2021**

**Room: Prospector 2**

Sheraton Park City

**AGENDA**

**9:00 a.m. Breakfast with Guests**

**TAB**

**1**



**UTAH BAR COMMISSION MEETING  
AGENDA ITEM**

**Title:** Select YLD Delegate to the ABA  
**Meeting Date:** August 27, 2021  
**Agenda Item:** 2.1  
**Submitted by:** Elizabeth Wright

**ITEM/ISSUE:**

The Young Lawyers Division of the Utah State Bar is seeking applicants to serve a two-year term as the Bar's YLD representative in the American Bar Association's (ABA) House of Delegates for a term to run through the August 2023 ABA Annual Meeting. The Bar has two other representatives in the House of Delegates in addition to the representative from the Young Lawyers Division. The ABA Members in Utah also have an elected delegate.

The delegate is expected to attend the ABA's Midyear and Annual meetings and to participate in appropriate interim meetings and in conference calls as needed. There will also be some preparation work to review issues and communicate with and report to the Bar Commission on a regular basis. The delegate also serves as an *ex-officio* member of the Bar Commission and would be expected to attend regular Commission Meetings. The delegate must be an active member in good standing of the Utah State Bar and a member in good standing of the ABA and meet all eligibility requirements set forth by the ABA.

**APPLICANTS:**

1. Camila Moreno
2. Michael Wunderli

**INFO ONLY:**

**DISCUSSION:**

**ACTION NEEDED: X**

# MICHAEL WUNDERLI

Midvale, UT 84047 | 801.699.0059 | [michael@utdivorceattorney.com](mailto:michael@utdivorceattorney.com)

**July 15, 2021**

Utah State Bar  
[yl dutahsecretary@gmail.com](mailto:yl dutahsecretary@gmail.com)

**Re: Young Lawyers Division Delegate for the ABA**

To Whom It May Concern:

I would like to express my sincere interest in representing the Utah Young Lawyers Division with the American Bar Association. I was accepted to the Utah State Bar in 2018. I have a range of experience in a variety of areas, including Corporate In-House Counsel with Intermountain Healthcare; Large Firm practice with Kirton McConkie and Lewis Brisbois Bisgaard and Smith; Small Firm practice with Brown Family Law, LLC; and Judicial Clerkship experience with Judge Pickett of the 7<sup>th</sup> Judicial District Court of Idaho. I believe that my experience provides me with insight into how these different types of practices operate and what is expected of young lawyers. This allows me to understand the challenges faced by young attorneys in these different situations, and therefore better address their needs and concerns.

I am eager to help in any way that I can, and I believe as a delegate to the ABA, I can be an effective representative. I believe in looking for innovative solutions to the current obstacles in today's legal landscape for young lawyers. Listening to the concerns of young lawyers is a top priority, and accurately identifying the root causes of those concerns to precisely address the problem, and therefore make the legal industry a better place to work.

I look forward to speaking with you further about this opportunity. Thank you for your consideration and time. If there is anything else you need from me, please do not hesitate to reach out at [michael@utdivorceattorney.com](mailto:michael@utdivorceattorney.com) or by phone at (801) 699-0059.

Sincerely,

**Michael Wunderli**

# Michael Wunderli

Midvale, UT 84047; michael@utdivorceattorney.com (801)699-0059

## Education

*Brigham Young University, J. Reuben Clark Law School, Provo UT, April 2018*

*Juris Doctorate*

- IP Moot Court Best Oralist, Team Runner-Up, 2016-2017, Best Brief and Overall Local Winners 2017-2018
- President of Storytelling and the Law, 2017-2018
- Founder of the 2L Transfer Student Mentor Program, 2017-2018
- Lead Editor of the Public Law Journal, 2017-2018
- Scholarship Recipient
- Published in the BYU Law Magazine, 2018
- LawStories Storytelling Competition Finalist, 2018

*Weber State University 2013-2015*

*Bachelor's Degree in Creative Writing*

- Selected for the National Undergraduate Literary Conference, 2015
- Representative for Student Fees Committee

## Experience

*Brown Family Law, LLC- Current*

*Associate Attorney*

- Legal research and representation
- Family law matters, planning and evaluation
- Case management and advocacy

*Lewis Brisbois Bisgaard & Smith- Dec. 2019 to Nov. 2020*

*Associate Attorney*

- Legal research and representation
- Case management and advocacy for a range of clients
- Commercial litigation and insurance defense

*Idaho State Court- Judge Bruce Pickett, Oct. 2018 to Nov. 2019*

*Judicial Clerkship*

- Legal research on various criminal and civil matters
- Drafted memorandum decisions and orders for the Judge
- Helped prepare for trial and drafted jury instructions

*BYU-Idaho – Writing and Reasoning/ English Department, Jan. 2019 to Dec. 2019*

*Adjunct Professor*

- Teaching basic writing and reasoning, with elements of rhetoric

*Kirton & McConkie, Summer 2017*

*Law Clerk, Civil Litigation in Employment and Labor Law*

- Legal Research and Writing
- Drafting deposition summaries, pleadings, and motions

- Participated in case management and case strategy on various employment law issues, including compliance with ERISA.

*Intermountain Healthcare Legal Department, Summer 2016*

Legal Intern, General Counsel

- Drafted and revised various types of contracts
- Compliance with ACA and other Healthcare regulations
- Helped establish the Intellectual Property Division, researching inventorying methods and programs.

*Church of Jesus Christ of Latter-day Saints, July 2007-October 2007*

Volunteer Representative in Edinburgh, Scotland

### **Profession References**

Thomas Walk: *Partner/Shareholder, Kirton McConkie.* (801) 328-3600

Honorable Judge Bruce Pickett: *Seventh Judicial District of Bonneville County.*  
(208) 520-9619

Marco Brown: *Founder and Partner of Brown Family Law, LLC.* (801)685-9999



**Camila V. Moreno**

650 N. 300 W. #201 Salt Lake City, Utah  
camilavictoriamoreno@gmail.com – 909-680-2487

Utah State Bar  
Young Lawyers Division Executive Board  
645 South 200 East  
SLC, UT 84111

YLD Executive Board:

I am writing to express my interest in continuing my term as the Utah YLD American Bar Association House of Delegates Representative.

Since becoming involved with YLD, I have had the incredible opportunity to represent Utah young lawyers at both regional and national conferences prior to suspension of in-person meetings in 2020. As ABA meetings begin to resume, I am excited to be able to continue to represent the state of Utah as the ABA YLD Representative.

During my tenure as the ABA YLD Representative, I have been an active ex-officio member of the Utah State Bar Commission advocating for the interests of YLD. In addition, I serve on the Judicial Participation Committee of the Utah Judicial Internship Opportunity Program working hard to continue to grow and diversify the Utah State Bar. Prior to my term as the ABA YLD Representative, I served on the national ABA YLD Diversity Committee assisting in the coordinating and review of YLD diversity initiatives across the country.

The Young Lawyers Division and the American Bar Association are critical resources for the professional development of younger members of the Bar, and I would be thrilled to be able to represent Utah as the YLD ABA Delegate for the 2021-2023 term. As the composition of the Utah Bar continues to change, it is important the ABA Delegate reflect the diversity of the Beehive State's YLD. Further and fortunately, my current position affords me the flexibility and time to meaningfully participate within the Bar.

My background, experience, and training make me an ideal candidate for the YLD ABA Delegate position. Thank you for your consideration.

Sincerely,

/s

Camila Moreno

# CAMILA V. MORENO, ESQ.

(909) 680-2487 – camilavictoriamoreno@gmail.com

## ADMISSIONS AND AFFILIATIONS

**California State Bar** #317549

**Utah State Bar** #16709

**American Bar Association:** House of Delegates, Young Lawyer Representative

**Utah State Bar Commission:** Board of Commissioners, Young Lawyers Division Board Representative

**California Lawyers Association**

## PROFESSIONAL EXPERIENCE

**United States District Court, District of Utah, Salt Lake City, UT**

*Sept. 2019 - Present*

*Judicial Law Clerk to the Honorable Cecilia M. Romero*

- Manage all aspects of assigned civil and criminal cases from inception to conclusion.
- Review all complaints, petitions, motions and pleadings to determine issues involved and bases for relief.
- Draft bench memos, orders, and opinions; verify BlueBook citations and assist judge during courtroom proceedings.
- Research and provide written and oral summaries explaining factual and legal bases for deciding complex legal concepts and issues.

**Utah Labor Commission, Anti-Discrimination and Labor Division, Salt Lake City, UT**

*Sept. 2017 - Sept. 2019*

*Attorney Mediator*

- Facilitated resolution and counseled parties in administrative claims brought under Title VII of the Civil Rights Act of 1964, Age Discrimination in Employment Act, Americans with Disabilities Act, Workers Compensation Act, Fair Labor Standards Act, Equal Pay Act, and related state and federal laws.
- Regularly reviewed and analyzed workplace complaints and grievances in a broad range of employment matters, including wage and hour claims, FMLA disputes, and EEO/discrimination charges.
- Prepared settlement/resolution agreements, dismissal forms, and agency orders on administrative appeal.

**California Court of Appeal Fourth District, Division One, San Diego, CA**

*Aug. 2016 - Dec. 2016*

*Judicial Extern to the Honorable Alex McDonald and the Honorable Richard Huffman*

- Researched, analyzed, and summarized state code and case law on complex and novel issues of law; drafted judicial opinions in a variety of civil and criminal matters.

**Cozen O'Connor, San Diego, CA**

*May 2015- June 2016*

*Law Clerk*

- Briefed motions, conducted research, and assisted in multiple mediations, bench, and jury trials for subrogation and insurance defense matters in jurisdictions across the Southwestern United States including California, Arizona, Utah, New Mexico, and Nevada.

## EDUCATION

**California Western School of Law, San Diego, CA**

Juris Doctor, *cum laude*, 2017

- Teaching Assistant, Legal Research and Writing
- Moot Court Honors Board, Trial Chair
- Dean's Diversity Scholar

**San Diego State University, San Diego, CA**

Bachelor of the Arts: Political Science, Minor: Spanish, 2013

- **University of Amsterdam:** Amsterdam, Holland  
Social Policy and Pragmatic Tolerance Summer Program, 2013
- **P.S. Govindaswamy Naidu Institute of Management:** Coimbatore, India  
Social and Religious History Winter Program, 2012

## SKILLS & INTERESTS

- Conversational Spanish, Strong Written and Oral Communication Skills, Westlaw and Lexis Advance Proficiency
- Urban Hiking, Travel, California Cabs, Dark Roast Espresso; Quarantine Hobby: Golf

# TAB 2

**2021-2022 Utah State Bar Commission - Ex Officio Members:**

Heather M. Farnsworth  
*Immediate Past-president*

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

D. Gordon Smith  
*Dean, J. Reuben Clark Law School*

Nathan D. Alder  
*State Members' Delegate to the American Bar Association*

Erik A. Christiansen  
*Utah State Bar Delegate to the American Bar Association*

Kim Cordova  
*Utah State Bar Delegate to the American Bar Association*

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*Young Lawyers Division Delegate to the American Bar Association*

Kimberly Neville  
*Women Lawyers of Utah Representative*

Ramzi Hamady  
*Minority Bar Association Representative*

Brandon Mark  
*LGBT & Allied Lawyers of Utah Representative*

Grant Miller  
*Young Lawyers Division Representative*

Tonya Wright  
*Paralegal Division Representative*

Margaret Plane  
*Judicial Council Representative*

Nick Stiles  
*Utah Supreme Court Representative*



# TAB

# 3

# **UTAH STATE BAR COMMITTEE CHAIR APPOINTMENTS**

<u>Committee</u>	<u>Current Chair(s)</u>	<u>Term Began</u>
<b>Access to Justice Commission</b>	Christine M. Durham, Chair Amy Sorenson, Vice-chair	Oct. 2017 Oct. 2017
<b>Bar Admissions</b>	Hon. Daphne Oberg, Co-chair Evan Strassberg, Co-chair	July 2020 July 2021
<b>Bar Awards</b>	Katie Woods, Co-chair Michelle Quist, Co-chair	July 2020 July 2018
<b>Bar Examiner</b>	Mark Astling, Co-chair Tanya N. Lewis, Co-chair	July 2016 July 2014
<b>Bar Exam Test Accommodation</b>	Joan M. Andrews, Chair	July 2013
<b>Bar Journal</b>	Alisha Giles, Chair (Editor) Andrea Valenti Arthur, Vice-chair/Managing Editor	July 2019 July 2019
<b>Bar Leadership Academy</b>	Jen Tomchak, Co-chair Angelina Tsu, Co-chair	September 2018 July 2017
<b>Budget &amp; Finance</b>	Marty Moore, Chair	July 2021
<b>Character and Fitness</b>	Evan Strassberg, Co-chair Melinda Bowen, Co-chair	July 2020 July 2021
<b>CLE Advisory</b>	Jonathan Hafen, Chair	July 2011
<b>Ethics Advisory Opinion</b>	John A. Snow, Chair Sara E. Bouley, Vice-chair	July 2011 July 2017
<b>Fee Dispute Resolution</b>	Sheleigh Harding, Chair A. John "Jack" Pate, Vice-chair	September 2018 September 2019
<b>Fund for Client Protection</b>	Stephen Farr, Chair Kathleen S. Jeffery, Vice-chair	July 2018 July 2018
<b>Governmental Relations</b>	Jaqualin Friend Peterson, Co-chair Sara Bouley, Co-chair	July 2015 July 2018
<b>Innovation in Law Practice</b>	Preston Regehr, Co-chair Christine Hashimoto, Co-chair	July 2019 July 2020
<b>Lawyers Helping Lawyers</b>	S. Brook Millard, Chair Danielle Hawkes, Vice-chair	October 2020 October 2020
<b>Licensed Paralegal Practitioner</b>	Julie Emery, Chair	July 2019
<b>New Lawyer Training</b>	Rebecca Long Okura, Chair Laura Rasmussen, Vice-chair	July 2019
<b>Unauthorized Practice of Law</b>	Maribeth LeHoux, Chair	April 2017

# TAB 4

**2021-2022 Bar Commission Committee, Program & Liaison Assignments**
**Heather Thuet, President**
**Liaison Assignments:**

1. Executive Committee
2. Budget & Finance Committee
3. 2022 Summer Convention Committee
4. Litigation Section
5. Regulatory Reform Committee

**Katie Woods, President-elect and 5<sup>th</sup> Division**
**Assignments:**

1. Executive Committee
2. 2022 Spring Convention Committee
3. Bar Awards Committee
4. Eastern Utah Bar Association
5. Garfield County Bar Association
6. Sixth District Bar Association
7. Southern Utah Bar Association
8. Uintah Basin Bar Association

**John Bradley**
**Assignments:**

1. Governmental Relations Committee
2. Davis County Bar Association
3. Weber County Bar Association
4. Tooele County Bar Association
5. Communications Law Section
6. Regulatory Reform Committee

**Traci Gunderson**
**Assignments:**

1. UACDL
2. Criminal Law Section
3. Utah Prosecution Council
4. Collection Law Section
5. Corporate Counsel Section
6. Small Firm Section

**Rick Hoffman**
**Assignments:**

1. Budget & Finance Committee
2. Non-profit/Charitable Law Section
3. Tax Law Section

**Greg Hoole**
**Assignments:**

1. Innovation in Law Practice Committee
2. *Bar Journal* Committee

3. Budget & Finance Committee
4. Lawyers Helping Lawyers Committee
5. Securities Law Section
6. Education Law Section
7. Bankruptcy Law Section
8. Cybersecurity & Data Privacy Law Section

### **Chrystal Mancuso-Smith**

#### **Assignments:**

1. Executive Committee
2. Access to Justice Commission
3. Government & Administrative Law Section
4. Intellectual Property Section
5. Environmental Law Section
6. Health Law Section
7. Bar Leadership Academy

### **Marty Moore**

#### **Assignments**

1. Executive Committee
2. Budget & Finance Committee
3. Regulatory Reform Committee
4. Box Elder Bar Association
5. Cache County Bar Association
6. Fee Dispute Resolution Committee
7. Business Law Section
8. Limited Scope Section

### **Mark Morris**

#### **Assignments:**

1. Executive Committee
2. CLE Advisory Committee
3. Antitrust and Unfair Competition Section
4. Real Property Law Section
5. Labor & Employment Section
6. Securities Law Section
7. Regulatory Reform Committee

### **Andrew Morse**

#### **Assignments:**

1. Supreme Court Wellbeing Committee
2. Unauthorized Practice of Law Committee
3. Hellenic Bar Association
4. Franchise Law Section
5. Elder Law Section
6. Family Law Section

### **Shawn Newell**

#### **Assignments:**

1. Executive Committee

2. Disaster Legal Resources Committee
3. Construction Law Section
4. Community Association Law Section

#### **Michelle Quist**

##### Assignments:

1. Bar Awards Committee
2. SLCO Bar
3. Licensed Paralegal Practitioner Committee
4. New Lawyer Training Program Committee
5. Estate Planning Law Section

#### **Tyler Young**

##### Assignments:

1. Admissions Committee
    - a. Test Accommodations Committee
    - b. Character & Fitness Committee
    - c. Bar Examiner Committee
  2. Budget & Finance Committee
  3. Ethics Advisory Opinion Committee
  4. Utah Association for Justice
  5. Central Utah Bar Association
  6. Wasatch County Bar Association
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#### **Margaret Plane**

##### Assignments:

1. Judicial Council
2. Park City Bar

#### **Nate Alder:**

##### Assignments:

1. Indian Law Section
2. Military Law Section

#### **Camilla Moreno**

##### Assignments:

1. Member Resources Committee
2. Federal Bar Association
3. Juvenile Law Section

#### **Kim Cordova**

##### Assignments:

1. Dispute Resolution Section
2. Appellate Practice Section
3. Constitutional Law Section

#### **Erik Christiansen**

##### Assignments:

1. Fund for Client Protection Committee

2. Banking & Finance Section
3. International Law Section
4. Regulatory Reform Committee

**Heather Farnsworth****Assignments:**

1. Executive Committee
2. Budget & Finance Committee
3. Cannabis Law Section
4. Entertainment Law Section
5. Legal Entrepreneur Section

# TAB 5



**Rule 14-102. Regulating the practice of law.****(a) Vested authority.**

(1) The Supreme Court—by its constitutional power—authorizes and designates the Bar to administer rules and regulations that govern the practice of law in Utah, including regulating licensed paralegal practitioners. All persons authorized to practice law in Utah must be licensed by the Bar in accordance with this chapter and Chapter 15 of the Supreme Court Rules of Professional Practice.

(2) The Supreme Court recognizes a compelling state interest in using the Bar to assist the Court in governing admission to the practice of law and improving the quality of legal services in the state. The requirements imposed, the delegations made, and the authority granted to the Bar provide the best ways to promote these compelling state interests and there are no less restrictive alternatives available to achieve those results.

**(b) Responsibilities of the Bar.** The Bar's purposes, duties, and responsibilities include:

- (1) advancing the administration of justice according to law;
- (2) aiding the courts in the administration of justice;
- (3) regulating the admission of persons seeking to practice law;
- (4) fostering and maintaining integrity, learning competence, public service, and high standards of conduct among those practicing law;
- (5) representing the Bar before legislative, administrative, and judicial bodies;
- (6) preventing the unauthorized practice of law;
- (7) promoting professionalism, competence, and excellence through continuing legal education and other means;
- (8) providing a service to the public, the judicial system, and Bar members;
- (9) educating the public about the rule of law and responsibilities under the law; and
- (10) assisting Bar members in improving the quality and efficiency of their practice.

(c) **Qualifications.** This chapter prescribes the qualifications, duties, and obligations of lawyers, foreign legal consultants, and licensed paralegal practitioners licensed to practice law in Utah. The Supreme Court is responsible for disciplining a Bar member or licensed paralegal practitioner.

(d) **Licensure required.** Suspended or disbarred persons may not practice law in Utah or hold themselves out as able to practice law in Utah. A person may only practice law in Utah if that person is:

- (1) a licensed lawyer and an active Bar member in good standing;
- (2) an inactive member in good standing providing pro bono legal services for or on behalf of a legal services organization approved by the Bar upon meeting certification and performance standards, conditions, and rules established by the Board;
- (3) a foreign legal consultant licensed by the Bar; or
- (4) a licensed paralegal practitioner and an active licensee of the Bar in good standing.

*Effective December 15, 2020*

**Rule 14-103. Bar organization and management.****(a) Board of Commissioners: number, term, and vacancies.**

(1) **Number.** The Bar's Board of Commissioners consists of at least 13 but no more than 15 voting members, including 11 elected lawyers and two nonlawyers appointed by the Supreme Court.

(2) **Term.** Unless otherwise provided, the term of office of each commissioner is three years and until a successor is elected and qualified. The initial term of office of one of the nonlawyer commissioners is two years.

**(3) Vacancies.**

(A) If a lawyer vacancy on the Board occurs before the completed term of office, the remaining commissioners will:

(i) conduct a special election;

(ii) appoint an interim successor from among the active Bar members whose business mailing addresses on the Bar's records are in the division from which the commissioner was elected, who will serve until the next annual election; or

(iii) fill the vacancy during the next regular annual election.

(B) If a lawyer vacancy on the Board is filled by either a special or regular election, the Board may establish the term of the successor to be a one, two or full three-year term, provided that there would be only two or three commissioners from the Third Division whose terms expire in any one year and only four or five Board commissioners whose terms expire in any one year.

(C) A President's unexpired Commission term will be filled in the regular election cycle immediately preceding the time he or she succeeds to the office of President.

(b) **Board's powers.** The Board may exercise all powers necessary and proper to carry out its duties and responsibilities and has all authority not specifically reserved to the Supreme Court. The Court specifically reserves the authority to:

(1) approve Bar admission and licensure fees for attorneys and licensed paralegal practitioners;



(2) approve all rules and regulations for admission, licensure, professional conduct, client security fund, fee arbitration, legislative activities, unauthorized practice of law, and Bar Examination review and appeals; and

(3) establish appropriate rules and regulations governing mandatory continuing legal education.

(c) **Territorial divisions.** The First Division includes the First Judicial District; the Second Division includes the Second Judicial District; the Third Division includes the Third Judicial District; the Fourth Division includes the Fourth Judicial District; and the Fifth Division includes the Fifth, Sixth, Seventh, and Eighth Judicial Districts.

(d) **Number of lawyer commissioners from each division.** Each division will have one lawyer commissioner, except the Third Division will have seven lawyer commissioners. No more than one lawyer commissioner from any division except from the Third Division, and no more than seven lawyer commissioners from the Third Division, may serve on the Board at the same time.

(e) **Nomination and eligibility of lawyer commissioners.** To nominate a person for commissioner for a particular division, a member's business mailing address on the Bar's records must be within that division. To be eligible for the office of lawyer commissioner in a division, the nominee's business mailing address on the Bar's records must be within that division. Nomination to the office of commissioner must be by written petition of at least 10 Bar members in good standing. Any number of candidates may be nominated on a single petition. Nominating petitions will be provided to the executive director within a period fixed by the Board's rules.

(f) **Commissioner Elections.**

(1) Lawyer commissioners must be elected by resident active Bar members as follows:

(A) beginning in 1983 and every third year thereafter, one member from the Second Division and two members from the Third Division, but in 1983 only, there will be four members elected from the Third Division;

(B) beginning in 1984 and every third year thereafter, one member from the First Division and three members from the Third Division; and

(C) beginning in 1985 and every third year thereafter, two members from the Third Division and one each from the Fourth and Fifth Divisions.

(2) The candidate from any division, and the two or three candidates from the Third Division, receiving the greatest number of votes of that division will be the commissioner of such division. A member may only vote for commissioner candidates in the division in which the member's business mailing address on the Bar's records is located. The ballots will be returned to the Bar offices in accordance with its rules. There will be an annual election by the resident active Bar members for the purpose of filling vacancies. The Board will fix the time for holding the annual election and prescribe such rules and regulations in accordance with this chapter. The Board must mail annual election notices at least 90 days before the date on which the election closes.

(g) **President-elect's nomination and election.** The Board must nominate at least one active lawyer in good standing to run for the office of president-elect, to be elected by the active Bar members. The president and the president-elect will hold office until their successors are elected and seated. A secretary, and such other assistants as the Board may require, may be selected from within or without the Board to hold office at the pleasure of the Board and to be paid such compensation as the Board determines.

(h) **Board officers and organization.** The Board is organized and authorized to conduct business through its elected commissioners, and the Bar's president and president-elect. The president-elect for the previous year will automatically succeed to the office of president. A president and president-elect who are not elected commissioners have the authority to vote on matters brought before the Board. In the event of a tie vote, the matter at hand will fail to pass.

(i) **Annual and special meetings notice.** There must be an annual meeting of the Bar, presided over by the Bar president, open to all members in good standing, and held at such time and place as the Board may designate, for discussing Bar affairs and the administration of justice. Special Bar meetings may be held at such times and places as the Board designates. Notice of all meetings must be published to the Bar's website not fewer than 14 days before the date of such meeting.

(j) **Bylaws.** The Board may adopt Bylaws, not conflicting with any of these rules' terms, concerning officer selection and tenure, creation of sections and committees and their powers and duties, and generally for the control and regulation of the business of the Board and of the Bar.

*Effective December 15, 2020*

**Rule 14-109. Powers of the Board respecting funds.**

For the purpose of carrying out the objects of this chapter, and in the exercise of the powers herein granted, the Board shall have power to make orders concerning the disbursement of said license funds.



**Rule 14-202. Bar's purposes.**

The purposes of the Bar include:

- (a) advancing the administration of justice according to law;
- (b) aiding the courts in carrying on the administration of justice;
- (c) regulating the admission of persons seeking to practice law;
- (d) fostering and maintaining integrity, learning, competence, public service, and high standards of conduct among those practicing law;
- (e) representing the Bar before the legislative, administrative, and judicial bodies;
- (f) preventing the unauthorized practice of law;
- (g) promoting professionalism, competence, and excellence in those practicing law through continuing legal education and other means;
- (h) providing services to the public, the judicial system, and Bar members;
- (i) educating the public about the rule of law and responsibilities under the law;
- (j) assisting Bar members in improving the quality and efficiency of their practice;
- (k) engaging freely in all lawful activities and efforts, including soliciting grants and contributions that may reasonably be expected to promote and advance these purposes; and
- (l) carrying on any other business connected with or incidental to the foregoing objectives and purposes, and having and exercising all the powers conferred on corporations formed under the Utah Revised Nonprofit Corporation Act.

*Effective December 15, 2020*

**Rule 14-207. Finances.**

(a) **Budget.** The Board must prepare an annual budget that is published for comment before final adoption. The Board must adopt the budget at its first regular meeting following the reorganization meeting. No obligations may be incurred unless within the limits of the budget and within the scope of the authorized objectives of the Board. The Bar's annual budget must include a budget for the OPC, including the salaries of OPC counsel and staff, expenses, and administrative costs. The Board must ratify the budget for the OPC approved by the Oversight Committee unless the Board petitions the Supreme Court for modifications, in which case the budget approved by the Supreme Court is final.

(b) **Section dues.**

(1) Bar sections may, with Board approval, charge an annual membership fee to obtain the commitment of members to section activities and to provide revenue to carry out the section's purposes. The amount of such membership fees will be fixed by the section subject to the approval of the Board.

(2) The Bar must hold any funds raised by sections from membership fees as separately identifiable funds of the sections, and disburse to the sections as needed, to carry out the functions of the sections. Such funds may not revert to the general Bar fund at the end of the budget year, but will continue to be held as a separately identifiable fund.

(c) **Disbursements.**

(1) Bar funds are disbursed only in accordance with the provisions of law and by these Bylaws, and at the direction of the Board.

(2) Checking accounts must be maintained with banks to be designated by the Board in such amounts as the Board will determine.

(3) No check may be drawn on Bar funds except as the Board authorizes.

(4) Checks under \$1,000 may be signed by an Executive Committee member or by the executive director. Checks over \$1,000 must bear the signatures of any two Executive Committee members or any one Executive Committee member and the executive director, unless the funds come from the revolving-fund account for day-to-day operating needs, in which case a check of any amount may be signed by an Executive Committee member or by the executive



director. The Board designates the size of the revolving-fund account annually and may revise this at any time.

(d) **Investing funds.** The Board must direct any investment of Bar funds.

*Effective December 15, 2020*

# TAB 6



# **UTAH STATE BAR DRAFT BUDGET FY 2021/22**

**August 27, 2021**

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## Utah State Bar FY22 Budget Narrative

### Overview

The Utah State Bar's operations consist of 24 unique departments. Many of the Bar's departments are regulatory in nature and contain little discretionary income and expenses (e.g., Licensing, Admissions, NLTP, and OPC). Some departments are intended to support themselves (e.g., 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 (e.g., Facilities, Bar Journal, NLTP and LPP). MCLE, the Fund for Client Protection, and the 39 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
Licensing	Licensed Paralegal Practitioner	Regulatory	License fees
Admissions	Admissions	Regulatory	Self-supporting
New Lawyer Training Program ("NLTP")	NLTP	Regulatory	Self + License fees
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 24 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 FY22 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, and Section Support have all been budgeted to break even (plus or minus \$22,000). Admissions and CLE are both intended to support themselves, however, given the declining number of applicants to the Bar and difficulty to hold in-person CLE events, their revenues under the current budget are no longer sufficient to cover expenses. For CLE, we anticipate this to be isolated to the current year budget as the constraints related to the pandemic begin to ease. However, for Admissions, the trend of revenue not covering expenses has existed in recent years. 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. Each of the last nine fiscal years (except for FY20 due to the COVID-19 pandemic limiting in-person gatherings), have generated a net profit adding to the Bar’s reserves. However, it is anticipated based on historical trends that expense growth will outpace revenue growth around 2031, at which time it will be necessary to dip into operating reserves or consider pursuing a license fee increase in the years prior to 2031. As such, it is important that the Bar be strategic and intentional with regard to its spending, especially as it relates to discretionary programs.

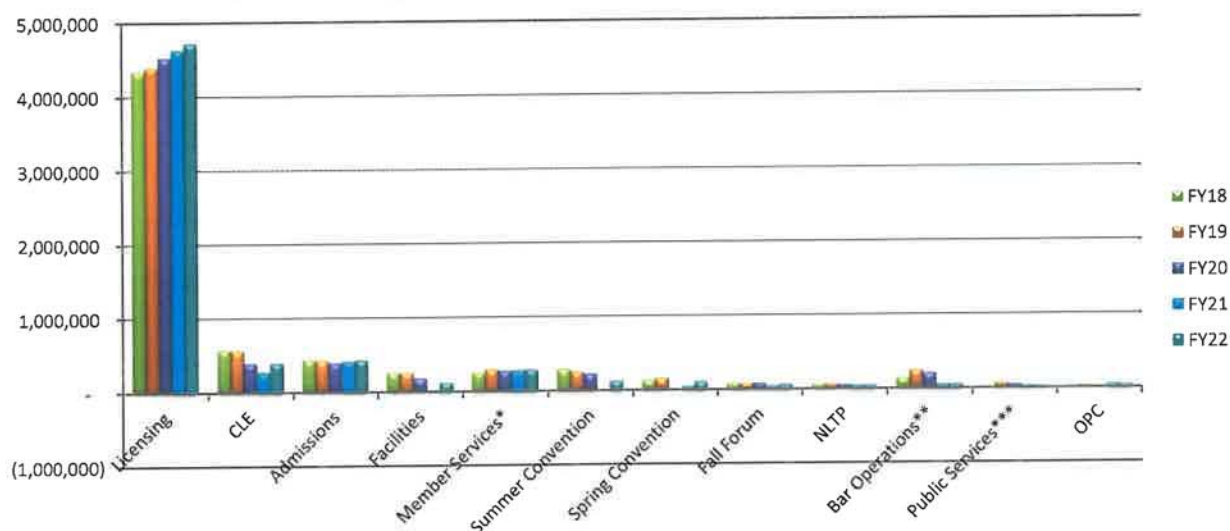
Key Changes

Built into the FY22 draft budget are the following key changes compared to FY21:

	<b>Anticipated Change vs. FY2021</b>
Licensing revenue (except late fees)	+2.0%
Admissions revenue	+2.0%
Salaries	+3.0%
Health insurance	+5.0%
Dental insurance	+5.0%
Building expenses (utilities, etc.)	+3.0%
Insurance expenses (liability, D&O, etc.)	+3.0%
Computer maintenance expenses	+3.0%

**Utah State Bar  
FY22 Draft Budget  
Revenue by Department**

Revenue	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Budget FY22	% of Total	Trend
Licensing	4,334,919	4,391,838	4,518,363	4,636,465	4,728,377	71.1%	
CLE	565,080	561,306	391,038	284,097	407,317	6.1%	
Admissions	434,620	416,220	388,725	430,711	438,901	6.1%	
Facilities	248,542	250,639	174,911	38,599	135,457	2.8%	
Member Services*	243,437	289,921	266,954	293,659	293,977	4.2%	
Summer Convention	283,280	250,465	218,585	-	141,640	3.4%	
Spring Convention	123,526	154,252	(2,160)	56,617	124,252	0.0%	
Fall Forum	83,328	78,760	83,224	56,368	75,724	1.3%	
NLTP	62,017	66,349	53,850	56,034	57,154	0.8%	
Bar Operations**	136,052	237,287	198,811	67,308	67,285	3.1%	
Public Services***	14,323	68,654	53,327	49,822	36,898	0.8%	
OPC	21,288	33,333	13,646	59,981	50,893	0.2%	
<b>Total</b>	<b>6,550,412</b>	<b>6,799,024</b>	<b>6,359,275</b>	<b>6,029,660</b>	<b>6,557,876</b>	<b>100%</b>	



This table and chart shows the Bar's trended revenue by financial statement category. For the past four years, more than 65% of the Bar's income comes from member license fees. In a normal year, the next largest category of income is from CLE events, then Admissions (the latter two were switched during FY21 due to the COVID-19 pandemic). These three functions account for more than 80% of the Bar's income. We are projecting 2% increase to licensing fees and admissions in FY22 compared to FY21, as this is a common trend over recent years. CLE revenue dipped in FY21 due to the pandemic and we project this to be an issue again in FY22 due to limitations on in-person gatherings; therefore we estimate CLE revenues to fall between FY19 and FY20 levels.

\*Member Services includes the following: Bar Journal, Member Benefits, Section Support, Legislative, Public Education and Young Lawyers Division.

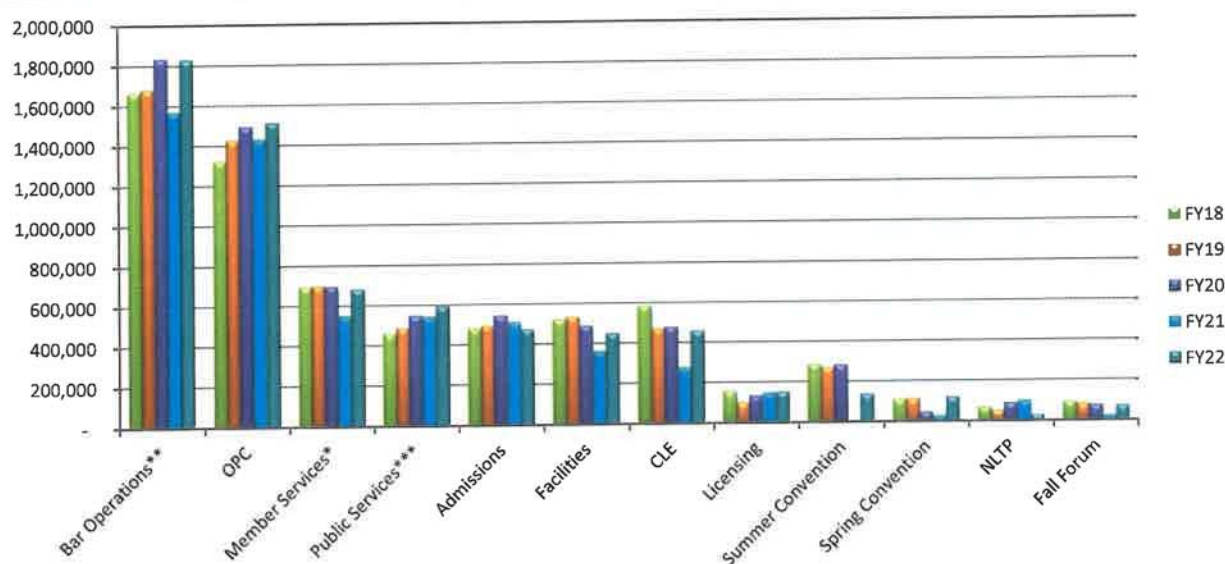
\*\*Bar Operations includes the following: Bar Management, General Counsel, Information Technology, Commission/Special Project.

\*\*\*Public Services includes Committees, Consumer Assistance Program, Access to Justice and Tuesday Night Bar.



**Utah State Bar  
FY22 Draft Budget  
Expenses by Department**

Expenses	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Budget FY22	% of Total	Trend
Bar Operations**	1,664,544	1,681,015	1,832,761	1,571,834	1,832,725	28.0%	
OPC	1,323,817	1,425,811	1,493,149	1,434,991	1,517,546	23.1%	
Member Services*	691,170	699,119	695,992	554,695	684,547	10.4%	
Public Services***	459,425	485,546	548,405	547,082	599,077	9.1%	
Admissions	481,022	494,776	543,144	515,442	478,263	7.3%	
Facilities	519,194	533,973	487,468	363,883	452,726	6.9%	
CLE	585,023	472,253	478,981	280,365	462,514	7.1%	
Licensing	157,187	101,711	134,775	150,535	155,054	2.4%	
Summer Convention	284,030	270,280	282,439	8,688	141,640	2.2%	
Spring Convention	107,920	112,155	44,632	32,891	124,252	1.9%	
NLTP	67,839	51,595	86,394	102,967	32,806	0.5%	
Fall Forum	90,989	84,217	75,596	26,701	75,724	1.2%	
<b>Total</b>	<b>6,432,161</b>	<b>6,412,452</b>	<b>6,703,737</b>	<b>5,590,074</b>	<b>6,556,875</b>	<b>100%</b>	



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 dipped in FY21 due to the pandemic. Even with the lower activity due to the pandemic, staff expenses, building expenses and insurance continue to increase from year to year and we estimate this trend to continue into the next fiscal year as well.

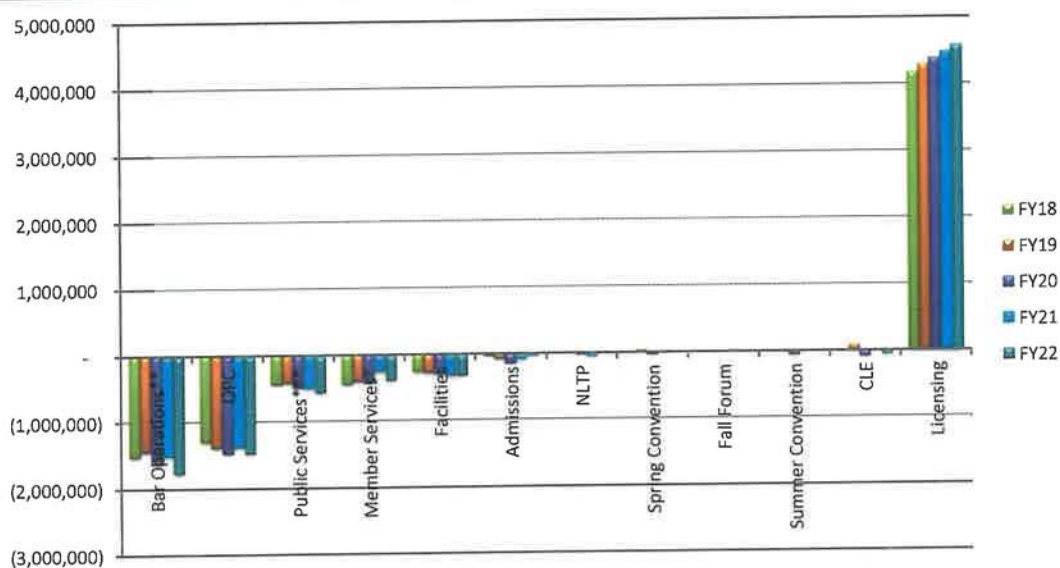
\*Member Services includes the following: Bar Journal, Member Benefits, Section Support, Legislative, Public Education and Young Lawyers Division.

\*\*Bar Operations includes the following: Bar Management, General Counsel, Information Technology, Commission/Special Project.

\*\*\*Public Services includes Committees, Consumer Assistance Program, Access to Justice and Tuesday Night Bar.

**Utah State Bar  
FY22 Draft Budget  
Net Profit (Cost) by Department**

	Actual	Actual	Actual	Projected	Budget	
Net profit (cost)	FY18	FY19	FY20	FY21	FY22	Trend
Bar Operations**	(1,528,492)	(1,443,728)	(1,633,950)	(1,504,526)	(1,765,440)	
OPC	(1,302,529)	(1,392,478)	(1,479,502)	(1,375,010)	(1,466,653)	
Public Services***	(445,103)	(416,892)	(495,078)	(497,260)	(562,179)	
Member Services*	(447,733)	(409,198)	(429,038)	(261,035)	(390,570)	
Facilities	(270,652)	(283,334)	(312,557)	(325,285)	(317,269)	
Admissions	(46,402)	(78,556)	(154,419)	(84,731)	(39,362)	
NLTP	(5,822)	14,754	(32,544)	(46,934)	24,348	
Spring Convention	15,606	42,097	(46,792)	23,726	(0)	
Fall Forum	(7,662)	(5,457)	7,628	29,666	0	
Summer Convention	(750)	(19,815)	(63,854)	(8,688)	0	
CLE	(19,942)	89,053	(87,943)	3,732	(55,197)	
Licensing	4,177,732	4,290,127	4,383,588	4,485,930	4,573,323	
<b>Total</b>	<b>118,251</b>	<b>386,573</b>	<b>(350,135)</b>	<b>439,586</b>	<b>1,001</b>	



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.

\*Member Services includes the following: Bar Journal, Member Benefits, Section Support, Legislative, Public Education and Young Lawyers Division.

\*\*Bar Operations includes the following: Bar Management, General Counsel, Information Technology, Commission/Special Project.

\*\*\*Public Services includes Committees, Consumer Assistance Program, Access to Justice and Tuesday Night Bar.

**Utah State Bar  
FY22 Draft Budget  
Top 25 Gross Expense Categories (Based on Budget FY22)**

Top 25 Expense Categories	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Budget FY22
Salaries & Benefits	3,389,321	3,540,057	3,862,508	3,946,439	4,047,669
Food & Beverage Expenses	587,127	547,784	423,768	29,464	330,986
Outside Consultants	107,887	74,541	168,444	155,571	187,420
Building Overhead	205,553	211,111	196,027	181,357	186,656
Depreciation	243,588	241,734	200,810	167,617	169,057
Copy/Printing Expense	139,012	126,718	135,802	93,810	118,296
Travel	132,894	160,198	110,442	9,182	104,792
Other Misc Expense	9,068	46,743	142,716	71,063	101,531
Blomquist Hale	73,946	73,832	73,703	77,738	91,041
Meeting Room Expenses	157,312	142,973	121,102	11,127	77,656
Telecommunications Expense	68,379	67,736	65,133	75,572	77,585
Insurance Expense	67,438	68,765	70,190	73,741	74,083
Database Expense	51,734	28,437	34,343	44,437	69,437
3rd Party Revenue Sharing	64,158	42,191	60,197	68,366	68,366
Bar Exam Expenses	104,047	67,368	61,698	68,221	68,239
LRE Support	65,000	65,000	65,000	64,182	64,182
Legislative Expenses	44,126	47,615	66,719	50,000	60,000
Postage/Mailing Expense	60,459	53,924	55,027	59,436	59,247
Casemaker	71,313	72,584	49,645	53,992	53,992
Advertising Expenses	48,203	54,435	31,781	3,281	50,856
Computer Maintenance	28,232	48,627	60,676	39,741	40,669
MCLE Fees	44,311	38,718	29,373	39,142	38,051
Special Event Expense	84,047	82,330	58,787	6,829	37,603
BJ Commission Expense	28,655	33,339	31,536	37,076	37,404
Audit Expense	31,363	33,546	34,265	35,435	35,435
Other	524,984	442,145	494,046	142,162	304,724
<b>Grand Total</b>	<b>6,432,157</b>	<b>6,412,452</b>	<b>6,703,737</b>	<b>5,604,979</b>	<b>6,554,975</b>

61.75%

5.05%

2.86%

2.85%

2.58%

1.80%

1.60%

1.55%

1.39%

1.18%

1.18%

1.13%

1.06%

1.04%

1.04%

0.98%

0.92%

0.90%

0.82%

0.78%

0.62%

0.58%

0.57%

0.57%

0.54%

4.65%

100%

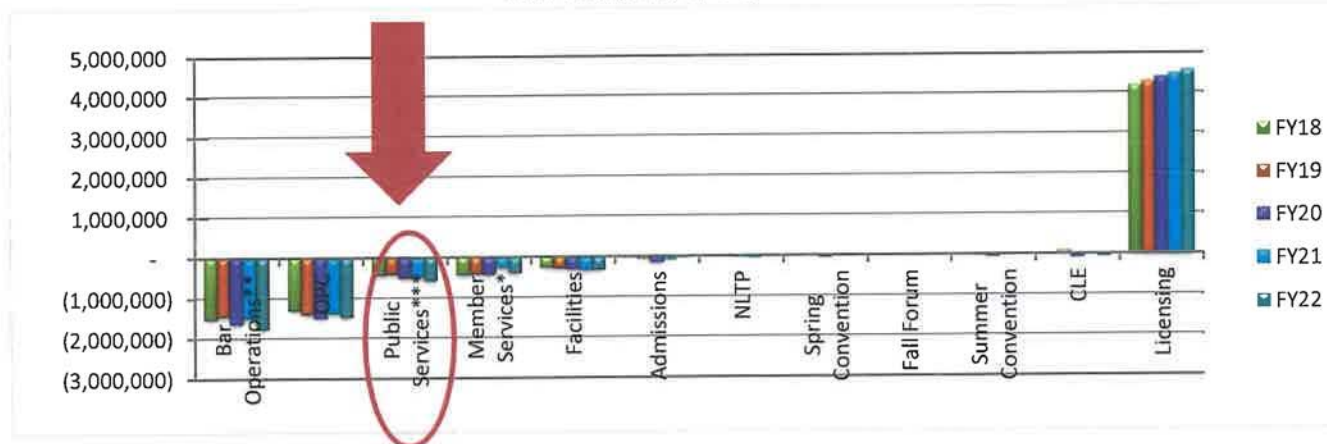
Instead of breaking down expenses based on department, this table categorizes them based on functional expense account across all departments. It reveals the top twenty-five accounts that make up more than 90% of the Bar's spending. Notably, the single largest expense type that accounts for over half of the Bar's spending is staff-related (salaries and benefits). The next largest expense category during normal operations (not during the pandemic) is Food and Beverage Expenses; followed by Outside Consultants (mostly related to IT services) and then Depreciation and then Building Overhead. The expenses in the "Other" category are budgeted to be individually less than \$34,000 during FY22, or 0.5% of total expenses.



**Utah State Bar  
FY22 Draft Budget  
Public Services**

	Actual	Actual	Actual	Projected	Draft Budget
	FY18	FY19	FY20	FY21	FY22
<b>Program Net Cost</b>					
Consumer Assistance Program (1 FTE)	130,618	129,886	136,659	132,012	136,099
Access to Justice (3 FTEs split with the Tuesday Night Bar)	161,515	117,057	172,705	214,119	225,702
Tuesday Night Bar	36,695	34,373	28,081	2,036	19,174
LRE Contribution	65,000	65,000	65,000	60,000	60,000
UDR Contribution	-	-	-	-	-
Law Day	8,629	5,212	2,500	900	5,352
Staff time & other expenses associated with Committees	42,645	65,363	90,133	88,075	115,888
<b>Public Service Programs Net Cost</b>	<b>445,103</b>	<b>416,892</b>	<b>495,077</b>	<b>497,142</b>	<b>562,215</b>
<b>Other Public Service Expenses Classified Elsewhere:</b>					
In Kind Contributions to UDR, LRE, UCLI and other NFPs	29,517	20,004	17,837	5,879	5,879
Serving Our Seniors - YLD (estimated)	1,000	1,145	1,000	1,000	800
Wills for Heroes - YLD (estimated)	1,000	1,100	1,000	1,000	1,250
Other YLD Public Service Projects	-	6,078	5,767	10,750	9,800
Licensed Lawyer (some capitalized)	53,100	60,600	6,600	6,600	6,600
Expungement Day Clinic grant	3,000	-	-	-	-
<b>Total Other Public Service Expenses</b>	<b>87,617</b>	<b>88,927</b>	<b>32,204</b>	<b>25,229</b>	<b>24,329</b>
<b>Public Services Net Cost</b>	<b>532,719</b>	<b>505,819</b>	<b>527,282</b>	<b>522,371</b>	<b>586,543</b>

**Net Profit (Cost) By Department**



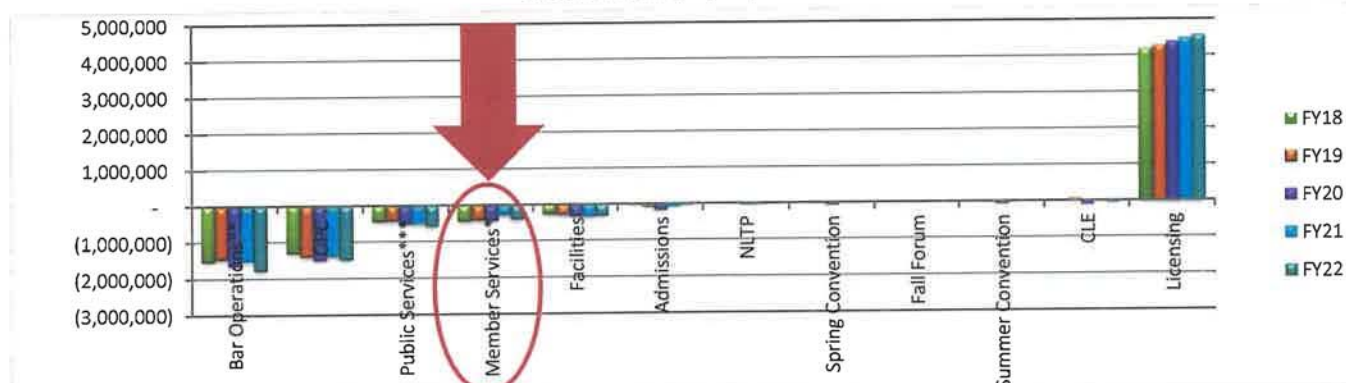
The above table shows the breakdown of Public Service (Committees, Consumer Assistance Program, Access to Justice and Tuesday Night Bar) expenses by program. The bar chart below the table depicts the net profit (cost) of each of the Bar's major functions and is presented to show how Public Services fits into the Bar's overall operations from a cost perspective. While it represents roughly 9% 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.

To review the specific budgets related to the individual departments included in Public Services, please see the supplemental schedules at the following pages: 36 - Committees, 39 - Consumer Assistance Program, 40 - Access to Justice and 41 - Tuesday Night Bar.

**Utah State Bar  
FY22 Draft Budget  
Member Services**

	Actual	Actual	Actual	Projected	Draft
	FY18	FY19	FY20	FY21	Budget
<b>Program Net Cost</b>					
Public Education (1 FTE)	166,246	156,577	190,215	98,988	155,584
Blomquist Hale	73,946	73,832	73,703	77,738	91,041
Bar Journal (0.5 FTE)	23,308	(8,890)	17,421	(10,789)	(9,460)
Legislative	53,283	67,182	77,886	51,613	74,910
Young Lawyers Division	54,238	50,659	28,660	18,679	54,200
Casemaker	71,313	72,584	49,645	53,992	50,000
Section Support (1 FTE)	1,328	2,530	(7,232)	(26,188)	(22,716)
Staff time & other expenses associated with Member Benefits	4,071	(5,276)	(1,259)	(2,998)	(2,989)
<b>Member Service Programs Net Cost</b>	<b>207,541</b>	<b>178,788</b>	<b>165,121</b>	<b>84,309</b>	<b>143,946</b>
<b>Other Member Services Expenses Classified Elsewhere:</b>					
Leadership Academy	12,400	12,471	11,645	-	10,000
Bar Review	2,219	1,729	431	-	6,000
Breakfast of Champions	500	-	-	-	-
Bar Anniversary	-	-	-	-	-
Practice Portal (some capitalized)	24,765	-	-	-	-
<b>Total Other Member Service Expenses</b>	<b>39,884</b>	<b>14,200</b>	<b>12,076</b>	<b>-</b>	<b>16,000</b>
<b>Member Services Net Cost</b>	<b>247,425</b>	<b>192,988</b>	<b>177,197</b>	<b>84,309</b>	<b>159,946</b>

**Net Profit (Cost) By Department**



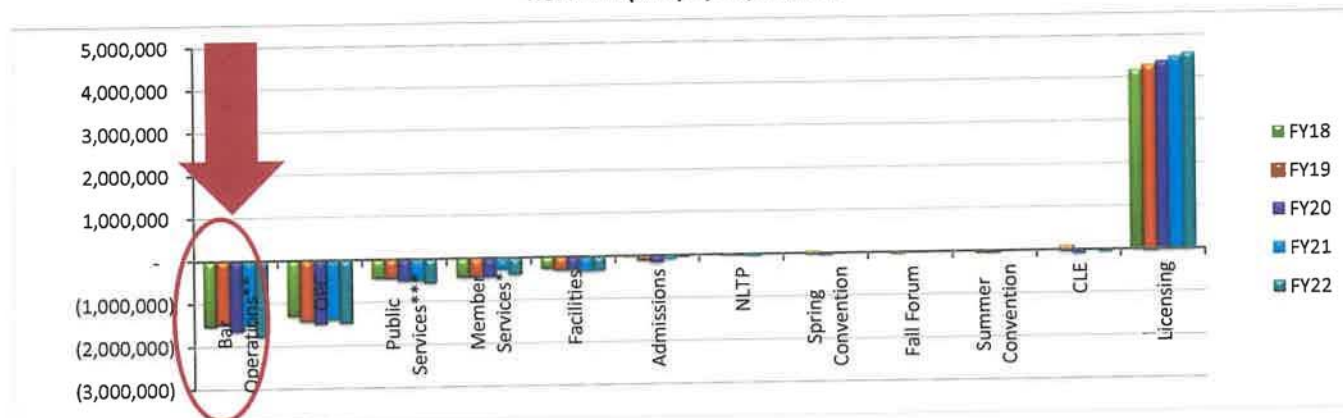
The above table shows the breakdown of Member Services (Bar Journal, Member Benefits, Section Support, Legislative, Public Education and Young Lawyers Division) expenses by program. The bar chart below the table depicts the net profit (cost) of each of the Bar's major functions and is presented to show how Member Services fits into the Bar's overall operations from a cost perspective. While it represents roughly 7% of the Bar's total expenses, it includes many of the Bar's discretionary programs and expenses.

To review the specific budgets related to the individual departments included in Member Services, please see the supplemental schedules at the following pages: 35 - Bar Journal, 37 - Member Benefits, 38 - Section Support, 42 - Legislative, 44 - Public Education and 45 - Young Lawyers.

**Utah State Bar  
FY22 Draft Budget  
Bar Operations**

Program Net Cost	Actual	Actual	Actual	Projected	Draft Budget
	FY18	FY19	FY20	FY21	FY22
Bar Management (5 FTEs)	682,600	605,388	708,543	830,929	714,294
General Counsel (2.4 FTEs)	302,876	291,705	361,379	338,623	495,372
IT (2 FTEs)	304,039	308,115	318,209	300,388	369,274
Commission/Special Projects	238,977	238,520	240,146	34,585	186,500
<b>Bar Operations, net cost</b>	<b>1,528,492</b>	<b>1,443,728</b>	<b>1,628,277</b>	<b>1,504,526</b>	<b>1,765,440</b>

**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 (~\$36,000), 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.

To review the specific budgets related to the individual departments included in Bar Operations, please see the supplemental schedules at the following pages: 23 - Bar Management, 28 - General Counsel, 29 - IT and 43 - Commission/Special Projects.



**Utah State Bar**  
**Commission/Special Projects Spending Detail**  
**Through 6/30/21 - unaudited**

	FY18	FY19	FY20	Projected FY21	Budget FY22
<b>ABA Judicial Intern Opportunity Project</b>					10,000
<b>Annual Report</b>	475				
<b>Awards</b>	1,223	2,201	2,537	2,124	1,000
<b>Bar Review</b>	2,219	1,229	431		6,000
<b>Commission Convention/CLE Registration Fees</b>	21,765	17,250	15,100		17,000
<b>Commission Gifts</b>	4,303	797	4,385	2,256	2,000
<b>Commission Meeting Expenses</b>	2,166	2,618	878	22	1,750
<b>Commission Meeting Food &amp; Beverage</b>	29,158	12,377	15,012	1,105	7,500
<b>Commission Meeting Room Rental</b>	5,297	3,232	3,345	780	2,000
<b>Commission Photo</b>	614	625	596	392	600
<b>Commission Stationery</b>	2,922	1,743	3,662		1,500
<b>Copies</b>	541	191	723	151	350
<b>Diploma Privledge Party</b>					2,000
<b>E&amp;O Insurance</b>	5,112	3,969	5,292	5,800	5,600
<b>eBulletin</b>	125				
<b>Election Expense</b>	3,256	1,905	2,700	2,717	2,700
<b>Leadership Academy</b>	12,505	11,327	11,645		10,000
<b>Limited Scope Section</b>	112				
<b>loss from 9274 (Sm Firm Tour)</b>	677				
<b>loss from 9322 (Cyber Security)</b>		-67			
<b>Member Survey</b>			19,000		
<b>Office Supplies</b>	377	161		182	300
<b>Postage/Mailing/Communications</b>	60	196	1,713	539	600
<b>Pres/Pres-Elect Monthly "Stipend"</b>	18,000	14,000	25,352	18,000	18,000
<b>President's expense</b>	3,936	2,231	2,875	163	2,000
<b>Reg Reform Task Force</b>		5,912	4,571		
<b>Retreat</b>	35,009	31,293	20,089		30,000
<b>Small Firm Tour</b>					1,000
<b>Sponsorship</b>	1,600	2,170	1,000		
<b>Staff</b>	1,743	679	782	218	500
<b>Travel - ABA Delegates</b>	15,784	7,214	6,387		3,600
<b>Travel - ABA Meetings</b>	13,624	7,948	13,626	135	4,000
<b>Travel - Commission Mtgs</b>	2,801	2,077	1,636		2,000
<b>Travel - Northwestern Bar Conf</b>	2,538				1,000
<b>Travel - Other</b>	1,006	74	2,533		1,000
<b>Travel - Spring Convention</b>	10,033	8,748	854		10,000
<b>Travel - Summer Convention</b>	33,667	42,986	18,290		35,000
<b>Travel - Western States Bar Conf</b>	6,076	7,422	5,130		7,500
<b>UCLI - Utah Center for Legal Inclusion</b>	253	216	50,000		
<b>Grand Total</b>	<b>238,977</b>	<b>192,721</b>	<b>240,146</b>	<b>34,585</b>	<b>186,500</b>

See the supplemental schedule for Commission/Special Projects at page 43.

Utah State Bar  
Draft FY2022 Budget  
Capital Expenditures

Category	Projected					Total
	FY18	FY19	FY20	FY21	Budget FY22	
Office and meeting room furniture & fixtures	9,355		2,395	2,500	2,000	17,733
Meeting room furniture & fixtures						-
Office equipment (copiers, phones, fax, projectors, mail machine, etc)	669	3,050	14,010	1,000	4,000	86,481
Building improvements	21,006	33,100	4,074	305,000	10,000	375,901
Computer equipment/servers/software	84,903	110,000	32,499	31,650	84,000	380,565
Membership database (Euclid - ClearVantage)						7,020
Pro Bono database (Euclid)						31,600
Licensed Lawyer (Euclid)						53,972
New Website (EKR)						18,950
Practice Portal (Euclid)						23,100
<b>Total</b>	<b>115,933</b>	<b>146,150</b>	<b>52,978</b>	<b>340,150</b>	<b>100,000</b>	<b>995,322</b>

Annual Maintenance Contracts (expensed over maintenance period):	Projected					Total
	FY18	FY19	FY20	FY21	Budget FY22	
ClearVantage Annual Maintenance (Euclid)	26,360	26,360	27,678	27,678	27,678	187,274
Licensed Lawyer Annual Hosting Fee (Euclid)	6,600	6,600	6,600	6,600	6,600	39,600
OPC Database (Journal Technologies replaced by Pine Technologies FY22)	9,861	10,627	9,433	4,127	15,127	62,544
Admissions Database Annual Maintenance (Box Lake Networks replaced by ILG FY20)	7,800	3,900	72,000	36,000	36,000	163,500
Network Security (BrainTrace)		50,000	22,000	35,000	48,000	155,000
NLTP Database, Annual Hosting (Xinspire)			13,000	10,000	10,000	33,000
Attorney Research Platform (Casemaker replaced by FastCase FY20)			52,250	54,340	55,000	161,590
IT Support and Software (Clearlink)	83,000	85,000	97,000	85,000	90,000	440,000
Block Hours - prepaid (Euclid)		9,900	49,000	14,000	25,000	97,900
<b>Total</b>	<b>133,621</b>	<b>192,387</b>	<b>348,961</b>	<b>272,745</b>	<b>313,405</b>	<b>1,340,408</b>

The first table shows capital expenditures by general category over the last four 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. Most purchased software also requires annual maintenance contracts (shown in the second table), which are expensed over the period of the contract and are generally renewed annually.

**Utah State Bar  
Draft FY2022 Budget  
Projected Cash Reserves**

Projected Cash Reserves, 6/30/21	\$ 4,277,081
Add: FY22 budgeted change in cash	261,057
Projected Cash Reserves, 6/30/22	<u>4,538,138</u>
<b>Board Designated Reserves:</b>	
Operations Reserve (3 months' operations)	1,639,219
Capital Replacement Reserve - Equipment	200,000
Capital Replacement Reserve - Building	372,930
Total Board Designated Reserves	<u>2,212,149</u>
Excess Cash Reserves over Board Designated & Contingency Reserves	<u>\$ 2,325,989</u>

# **SUPPLEMENTAL SCHEDULES**



**Utah State Bar**  
**Draft FY2022 Budget - Summary by Department**  
**Based on Unaudited Actual Results through 6/30/21**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
Licensing	4,334,919	4,391,838	4,518,363	4,636,465	4,728,377	336,539	8%
Admissions	434,620	416,220	388,725	430,711	438,901	22,681	5%
NLTP	62,017	66,349	53,850	56,034	57,154	(9,195)	-14%
OPC	21,288	33,333	13,646	59,981	50,893	17,560	53%
CLE	565,080	561,306	391,038	284,097	407,317	(153,989)	-27%
Summer Convention	283,280	250,465	218,585	-	141,640	(108,825)	-43%
Fall Forum	83,328	78,760	83,224	56,368	75,724	(3,036)	-4%
Spring Convention	123,526	154,252	(2,160)	56,617	124,252	(30,000)	-19%
Member Services	243,437	289,921	266,954	293,659	293,977	4,056	1%
Public Services	14,323	68,654	53,327	49,822	36,898	(31,756)	-46%
Bar Operations	136,052	237,287	198,811	67,308	67,285	(170,002)	-72%
Facilities	248,542	250,639	174,911	38,599	135,457	(115,182)	-46%
Total Revenue	6,550,412	6,799,024	6,359,275	6,029,660	6,557,876	(241,148)	-4%
<b>Expenses</b>							
Licensing	157,187	101,711	134,775	150,535	155,054	53,343	52%
Admissions	481,022	494,776	543,144	515,442	478,263	(16,512)	-3%
NLTP	67,839	51,595	86,394	102,967	32,806	(18,789)	-36%
OPC	1,323,817	1,425,811	1,493,149	1,434,991	1,517,546	91,735	6%
CLE	585,023	472,253	478,981	280,365	462,514	(9,739)	-2%
Summer Convention	284,030	270,280	282,439	8,688	141,640	(128,640)	-48%
Fall Forum	90,989	84,217	75,596	26,701	75,724	(8,494)	-10%
Spring Convention	107,920	112,155	44,632	32,891	124,252	12,097	11%
Member Services	691,170	699,119	695,992	554,695	684,547	(14,572)	-2%
Public Services	459,425	485,546	548,405	547,082	599,077	113,532	23%
Bar Operations	1,664,544	1,681,015	1,832,761	1,571,834	1,832,725	151,710	9%
Facilities	519,194	533,973	487,468	363,883	452,726	(81,247)	-15%
Total Expenses	6,432,158	6,412,452	6,703,737	5,590,074	6,556,875	144,424	3%
<b>Other</b>							
Gain (Loss) on Disposal of Assets	-	-	(5,673)	-	-	-	-
<b>Net Profit (Loss)</b>	<b>\$ 118,254</b>	<b>\$ 386,573</b>	<b>\$ (350,135)</b>	<b>\$ 439,586</b>	<b>\$ 1,000</b>	<b>\$ (385,572)</b>	<b>-88%</b>
Depreciation	243,588	241,734	200,810	167,617	169,057	1,440	1%
Cash increase (decrease) from operations	382,948	628,307	(149,325)	607,202	170,057	(384,132)	-63%
Changes in operating assets/liabilities	452,669	512,125	(658,247)	15,000	20,000	5,000	33%
Capital expenditures	(115,933)	(146,150)	(49,000)	(325,000)	100,000	425,000	-131%
Net change in cash	\$ 719,684	\$ 994,282	\$ (856,571)	\$ 297,202	\$ 290,057	\$ 45,868	15%

(1) Member Services is comprised of Bar Journal, Member Benefits, Section Support, Legislative, Public Education and Young Lawyers Division

(2) Public Services is comprised of Committees, Consumer Assistance, Access to Justice, and Tuesday Night Bar

(3) Bar Operations is comprised of Bar Management, General Counsel, IT, and Commission/Sp Projects



**Utah State Bar**  
**Draft FY2022 Budget - Summary by Account**  
**Based on Unaudited Actual Results through 6/30/21**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4001 - Admissions - Student Exam Fees	130,025	124,025	132,275	103,100	105,162	2,062	2%
4002 - Admissions - Attorney Exam Fees	47,475	45,475	48,350	57,050	58,191	1,141	2%
4003 - Admissions - Retake Fees	41,225	41,250	36,550	32,800	33,456	656	2%
4004 - Admissions - Laptop Fees	55,400	51,900	29,100	62,775	64,031	1,256	2%
4005 - Admissions - Application Forms	-	4,000	6,000	8,200	8,364	164	2%
4006 - Transfer App Fees	32,950	45,000	44,300	45,100	46,002	902	2%
4008 - Attorney - Motion	76,000	46,750	54,400	81,600	83,232	1,632	2%
4009 - House Counsel	23,800	20,400	12,900	15,300	15,606	306	2%
4010 - Section/Local Bar Support fees	98,883	99,617	100,364	100,196	100,542	346	0%
4011 - Admissions LPP	-	950	3,825	2,938	2,938	-	0%
4012 - Admissions Military Spouse	-	-	425	-	-	-	#DIV/0!
4020 - NLTP Fees	62,850	65,250	53,850	56,850	57,987	1,137	2%
4021 - Lic Fees > 3 Years	3,572,085	3,636,825	3,696,485	3,756,910	3,832,048	75,138	2%
4022 - Lic Fees < 3 Years	223,540	221,365	201,200	205,390	209,498	4,108	2%
4023 - Lic Fees - House Counsel	35,040	40,405	44,940	47,810	48,766	956	2%
4024 - Lic Fees LPP	-	-	800	2,150	2,193	43	2%
4025 - Pro Hac Vice Fees	65,800	79,600	129,525	214,875	219,173	4,298	2%
4026 - Lic Fees - Inactive/FS	112,380	116,725	120,390	116,560	118,891	2,331	2%
4027 - Lic Fees - Inactive/NS	206,325	211,425	214,935	219,975	224,375	4,400	2%
4029 - Prior Year Lic Fees	5,685	6,800	850	-	-	-	#DIV/0!
4030 - Certs of Good Standing	25,280	27,230	22,870	17,980	18,340	360	2%
4031 - Enhanced Web Revenue	-	-	-	-	-	-	#DIV/0!
4039 - Room Rental-All parties	109,925	102,773	72,158	12,344	51,387	39,043	316%
4042 - Food & Beverage Rev-All Parties	115,796	125,308	79,334	5,539	62,654	57,115	1031%
4043 - Setup & A/V charges-All parties	1,044	1,402	1,145	-	701	701	#DIV/0!
4051 - Meeting - Registration	404,028	399,950	256,829	111,985	284,304	172,320	154%
4052 - Meeting - Sponsor Revenue	54,150.00	62,140.00	33,000	7,250.00	38,775	31,525	435%
4053 - Meeting - Vendor Revenue	32,850	27,150	17,750	1,000	22,450	21,450	2145%
4054 - Meeting - Material Sales	2,185	-	-	-	-	-	#DIV/0!
4055 - Meeting - Sp Ev Registration	16,856	17,377	7,570	-	11,087	11,087	#DIV/0!
4060 - E-Filing Revenue	21,809	48,363	12,432	24,853	24,853	-	0%
4061 - Advertising Revenue	148,172	185,840	169,488	195,978	195,980	2	0%
4062 - Subscriptions	60	90	90	30	30	-	0%
4063 - Modest Means revenue	11,225	10,725	10,525	12,375	13,000	625	5%
4071 - Mem Benefits - Lexis	696	1,473	1,264	1,200	1,200	-	0%
4072 - Royalty Inc - Bar J, MBNA, LM,M	6,225	6,801	6,849	8,175	8,175	-	0%
4081 - CLE - Registrations	468,040	451,978	261,754	200,149	315,631	115,482	58%
4082 - CLE - Video Library Sales	98,348	85,500	121,808	173,086	173,086	-	0%
4084 - Business Law Book Sales	6,856	3,315	-	-	-	-	#DIV/0!
4090 - Tenant Rent	21,672	21,086	22,258	20,646	20,646	-	0%
4093 - Law Day Revenue	3,570	2,700	-	-	2,700	2,700	#DIV/0!
4095 - Miscellaneous Income	8,718	20,549	9,073	27,665	29,550	1,885	7%
4096 - Late Fees	96,850	62,330	86,200	54,095	53,995	(100)	0%
4103 - In - Kind Revenue - UDR	1,806	2,318	3,305	23	-	(23)	-100%
4120 - Grant Income	-	55,219	41,739	38,736	21,178	(17,558)	-45%
4151 - ILM Realized Gains / Losses	124,366	176,875	139,808	49,282	49,282	-	0%
4152 - ILM Interest Income	(5,445)	(903)	7,898	7,371	7,371	-	0%
4153 - ILM Unrealized Gains / Losses	(6,938)	8,528	32,909	(35,781)	(35,781)	-	0%
4155 - General Interest Income	302	1,250	1,371	604	604	-	0%
4200 - Seminar Profit/Loss	(7,496)	33,895	8,386	(34,502)	(43,774)	(9,272)	27%
Total Revenue	6,550,412	6,799,024	6,359,275	6,029,660	6,557,876	528,216	9%
<b>Expenses</b>							
<b>Program Services</b>							
5001 - Meeting Facility-external only	42,646	41,449	13,505	15	25,728	25,713	171420%
5002 - Meeting facility-internal only	67,130	59,628	45,345	11,074	28,034	16,960	153%
5013 - ExamSoft	20,311	20,232	19,110	15,471	15,489	19	0%
5014 - Questions	79,436	40,701	35,998	52,750	52,750	-	0%
5015 - Investigations	300	425	600	1,006	1,136	131	13%
5016 - Credit Checks	2,273	2,058	1,930	2,534	2,534	-	0%
5017 - Medical Exam	240	160	160	320	320	-	0%
5025 - Temp Labor/Proctors	4,300	6,435	6,590	-	-	-	#DIV/0!
5030 - Speaker Fees & Expenses	29,139	15,635	9,667	6,500	10,232	3,732	57%
5031 - Speaker Reimb. - Receipt Req'd	20,528	9,607	16,880	-	5,824	5,824	#DIV/0!
5035 - Awards	5,068	7,388	9,411	6,172	3,358	(2,814)	-46%
5037 - Grants/contributions - general	11,700	8,840	9,000	6,796	17,500	10,704	157%
5040 - Witness & Hearing Expense	639	1,606	1,498	(16)	766	782	-4888%
5041 - Process Serving	732	1,211	1,049	282	605	323	114%
5042 - Operations Audit	-	-	-	-	-	-	#DIV/0!
5045 - Bar Anniversary	-	-	-	-	-	-	#DIV/0!
5046 - Court Reporting	1,897	75	-	1,596	1,596	-	0%
5047 - Casemaker	71,313	72,584	49,645	53,992	50,000	(3,992)	-7%
5055 - Legislative Expense	44,126	47,615	66,719	50,000	60,000	10,000	20%
5060 - Program Special Activities	-	-	2,595	-	-	-	#DIV/0!
5061 - LRE - Bar Support	65,000	65,000	65,000	64,182	64,182	-	0%
5062 - Law Day	12,339	11,652	5,975	-	11,652	11,652	#DIV/0!
5063 - Special Event Expense	84,047	82,330	56,192	6,829	40,603	33,774	495%
5064 - MCLE Fees Paid	44,311	38,718	29,373	39,142	38,051	(1,091)	-3%



**Utah State Bar**  
**Draft FY2022 Budget - Summary by Account**  
**Based on Unaudited Actual Results through 6/30/21**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
5070 - Equipment Rental	47,536	41,896	62,252	38	23,894	23,856	63262%
5075 - Food & Bev-external costs only	508,871	469,643	371,002	18,542	292,246	273,705	1476%
5076 - Food & beverage - internal only	68,291	67,421	45,772	8,196	33,393	25,197	307%
5079 - Soft Drinks	9,965	10,720	6,994	2,726	5,347	2,620	96%
5085 - Misc. Program Expense	10,096	6,619	8,613	1,298	13,961	12,663	975%
5090 - Commission Expense	28,655	33,339	31,536	37,076	37,404	328	1%
5095 - Wills for Heroes	1,676	969	482	360	1,769	1,409	391%
5099 - Blomquist Hale	73,946	73,832	73,703	77,738	91,041	13,303	17%
5702 - Travel - Lodging	56,913	60,715	61,850	7,865	38,419	30,554	388%
5703 - Travel - Transportation/Parking	16,400	20,818	21,864	282	13,377	13,095	4649%
5704 - Travel - Mileage Reimbursement	12,585	17,682	6,927	1,035	9,476	8,441	815%
5705 - Travel - Per Diems	6,131	4,949	4,709	-	2,867	-	#DIV/0!
5706 - Meals	-	-	-	-	-	-	#DIV/0!
5706 - Travel - Meals	1,479	1,542	109	-	1,054	1,054	#DIV/0!
5707 - Travel - Commission Mtgs	39,386	54,493	14,983	-	38,500	38,500	#DIV/0!
5805 - ABA Annual Meeting	21,806	19,714	14,469	-	5,171	5,171	#DIV/0!
5810 - ABA Mid Year Meeting	23,465	12,735	19,896	100	11,233	11,133	11133%
5815 - Commission/Education	24,783	26,473	15,245	1,287	20,550	19,263	1497%
5820 - ABA Annual Delegate	16,284	10,281	10,128	-	5,069	5,069	#DIV/0!
5830 - Western States Bar Conference	13,659	29,064	7,494	205	13,278	13,073	6377%
5840 - President's Expense	19,687	20,403	28,197	18,163	20,000	1,837	10%
5841 - President's Reimbursement	5,554	1,785	2,899	-	-	-	#DIV/0!
5845 - Reg Reform Task Force	-	6,012	4,571	-	-	-	#DIV/0!
5850 - Leadership Academy	12,400	12,471	11,645	200	10,200	10,000	5000%
5855 - Bar Review	2,416	1,729	431	-	6,000	6,000	#DIV/0!
5865 - Retreat	37,428	31,293	20,089	-	33,300	33,300	#DIV/0!
5866 - Wellbeing Committee	-	18,453	50,978	53,914	70,000	16,086	30%
5867 - Bar Membership Survey	-	-	19,000	-	-	-	#DIV/0!
5868 - UCLI Support	-	-	50,000	-	-	-	#DIV/0!
5960 - Overhead Allocation - Seminars	-	-	-	(3,404)	18,836	22,240	-653%
5970 - Event Revenue Sharing - 3rd Pty	64,158	42,191	60,197	68,366	68,366	-	0%
Total Program Services Expenses	1,731,045	1,630,590	1,472,279	612,631	1,316,211	703,580	115%
Salaries & Benefits							
5510 - Salaries/Wages	2,642,547	2,765,253	3,024,156	3,078,146	3,137,486	59,340	2%
5605 - Payroll Taxes	196,232	206,499	226,540	232,346	243,397	11,051	5%
5610 - Health Insurance	232,692	250,782	267,945	282,497	310,101	27,604	10%
5620 - Health Ins/Medical Reimb	4,960	6,040	3,674	7,500	7,145	(355)	-5%
5630 - Dental Insurance	14,299	15,136	14,928	15,382	17,595	2,212	14%
5640 - Life & LTD Insurance	16,853	17,661	18,335	19,250	23,276	4,026	21%
5645 - Workman's Comp Insurance	2,544	2,487	2,832	2,733	2,733	-	0%
5650 - Retirement Plan Contributions	235,389	231,773	261,765	272,530	270,528	(2,003)	-1%
5655 - Retirement Plan Fees & Costs	20,577	19,208	19,785	13,650	17,300	3,650	27%
5660 - Training/Development	19,226	21,559	18,261	3,378	5,321	1,944	58%
Total Salaries/Benefit Expenses	3,385,319	3,536,399	3,858,221	3,927,413	4,034,881	107,469	3%
General & Administrative							
4094 - Copy/Print revenue	-	-	-	-	-	-	#DIV/0!
7025 - Office Supplies	21,389	25,395	25,724	14,976	16,228	1,252	8%
7033 - Operating Meeting Supplies	21,998	23,675	17,400	1,822	11,394	9,572	525%
7035 - Postage/Mailing, net	60,459	53,924	55,027	59,436	59,247	(190)	0%
7040 - Copy/Printing Expense	165,273	151,973	155,404	110,582	135,063	24,482	22%
7041 - Copy/Print revenue	(26,262)	(25,255)	(19,602)	(16,772)	(16,768)	4	0%
7045 - Internet Service	20,758	13,868	8,724	10,603	12,482	1,879	18%
7050 - Computer Maintenance	28,232	48,627	60,676	39,741	40,669	928	2%
7055 - Computer Supplies & Small Equip	7,426	15,274	15,892	14,045	14,526	481	3%
7089 - Membership Database Fees	51,734	28,437	34,343	44,437	69,437	25,000	56%
7095 - Fax Equip & Supplies	(67)	-	(25)	(7)	(10)	(3)	42%
7100 - Telephone	47,688	53,868	56,434	64,976	65,113	138	0%
7105 - Advertising	48,203	54,435	31,781	3,281	50,856	47,575	1450%
7106 - Public Notification	608	1,149	465	290	754	464	160%
7107 - Production Costs	-	-	3,000	-	15,492	15,492	#DIV/0!
7110 - Publications/Subscriptions	18,486	22,262	25,729	28,106	14,859	(13,247)	-47%
7115 - Public Relations	50,280	-	49,997	-	-	-	#DIV/0!
7120 - Membership/Dues	12,798	10,209	11,414	10,859	10,830	(29)	0%
7135 - Bank Service Charges	1,296	1,111	899	938	939	0	0%
7136 - ILM Service Charges	16,892	17,698	18,048	17,944	17,944	-	0%
7138 - Bad debt expense	-	-	0	-	-	-	#DIV/0!
7140 - Credit Card Merchant Fees	109,131	107,682	103,843	58,334	63,406	5,073	9%
7141 - Credit Card surcharge	(56,878)	(56,726)	(59,720)	(68,871)	(68,871)	-	0%
7145 - Commission Election Expense	3,256	1,912	2,693	2,717	2,700	(17)	-1%
7150 - E&O/Off & Dir Insurance	50,947	51,519	51,951	53,811	53,637	(174)	0%
7160 - Audit Expense	31,363	33,546	34,265	35,435	35,435	-	0%
7170 - Lobbying Rebates	140	180	140	227	231	5	2%
7175 - O/S Consultants	107,887	74,541	168,444	155,571	178,979	23,408	15%
7176 - Bar Litigation	22,356	6,374	22,245	10,450	10,000	(450)	-4%
7177 - UPL	1,139	8,302	41,141	1,564	10,000	8,436	539%
7178 - Offsite Storage/Backup	4,228	11,616	3,889	-	-	-	#DIV/0!
7179 - Payroll Adm Fees	2,826	2,885	3,169	3,126	3,126	-	0%

**Utah State Bar**  
**Draft FY2022 Budget - Summary by Account**  
**Based on Unaudited Actual Results through 6/30/21**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
7180 - Administrative Fee Expense	1,176	773	1,118	996	996	-	0%
7190 - Lease Interest Expense	701	770	573	-	-	-	#DIV/0!
7191 - Lease Sales Tax Expense	88	-	-	-	-	-	#DIV/0!
7195 - Other Gen & Adm Expense	4,092	15,345	15,245	16,633	15,054	(1,579)	-9%
<b>Total General &amp; Administrative Expenses</b>	<b>829,644</b>	<b>755,367</b>	<b>940,323</b>	<b>675,248</b>	<b>823,747</b>	<b>148,499</b>	<b>22%</b>
<b>In Kind Expenses</b>							
7103 - InKind Contrib-UDR & all other	20,517	20,004	17,837	5,879	5,879	-	0%
<b>Building Overhead</b>							
6015 - Janitorial Expense	30,155	29,784	25,362	17,004	17,064	60	0%
6020 - Heat	21,580	20,557	17,908	21,226	21,606	380	2%
6025 - Electricity	44,151	45,511	41,164	41,502	42,212	710	2%
6030 - Water/Sewer	5,426	7,483	7,738	6,188	6,386	199	3%
6035 - Outside Maintenance	12,438	13,190	16,474	13,936	14,342	406	3%
6040 - Building Repairs	10,006	23,160	17,002	17,837	18,423	587	3%
6045 - Bldg Mtnc Contracts	38,817	35,578	39,017	28,997	30,914	1,917	7%
6050 - Bldg Mtnc Supplies	5,282	5,235	-	-	-	-	#DIV/0!
6055 - Real Property Taxes	37,207	30,172	30,945	34,272	35,300	1,028	3%
6060 - Personal Property Taxes	489	440	416	397	409	12	3%
6065 - Bldg Insurance/Fees	16,491	17,246	18,239	19,930	20,446	515	3%
6070 - Building & Improvements Depre	51,739	54,146	53,835	66,494	65,918	(576)	-1%
6075 - Furniture & Fixtures Depre	15,612	13,584	8,779	3,147	3,376	230	7%
7065 - Computers, Equip & Sftwre Depr	176,237	174,003	138,196	97,976	99,763	1,787	2%
<b>Total Building Overhead Expenses</b>	<b>465,632</b>	<b>470,092</b>	<b>415,076</b>	<b>368,904</b>	<b>376,158</b>	<b>7,254</b>	<b>2%</b>
<b>Total Expenses</b>	<b>6,432,157</b>	<b>6,412,452</b>	<b>6,703,737</b>	<b>5,590,074</b>	<b>6,556,876</b>	<b>966,802</b>	<b>17%</b>
<b>Other Income/Expense</b>							
4300 - Gain (Loss) - Sales of Assets	-	-	5,673	-	-	-	-
<b>Net Profit (Loss)</b>	<b>\$ 118,254</b>	<b>\$ 386,573</b>	<b>\$ (350,135)</b>	<b>\$ 439,586</b>	<b>\$ 1,000</b>	<b>\$ (438,586)</b>	<b>-100%</b>



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**01 - Licensing**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4010 - Section/Local Bar Support fees	17,039	17,808	17,128	17,292	17,638	346	2%
4020 - NLTP Fees	-	-	-	750	765	15	2%
4021 - Lic Fees > 3 Years	3,572,085	3,636,825	3,696,485	3,756,910	3,832,048	75,138	2%
4022 - Lic Fees < 3 Years	223,540	221,365	201,200	205,390	209,498	4,108	2%
4023 - Lic Fees - House Counsel	35,040	40,405	44,940	47,810	48,766	956	2%
4024 - Lic Fees LPP	-	-	800	2,150	2,193	43	2%
4025 - Pro Hac Vice Fees	65,750	79,600	129,525	214,875	219,173	4,298	2%
4026 - Lic Fees - Inactive/FS	112,380	116,725	120,390	116,560	118,891	2,331	2%
4027 - Lic Fees - Inactive/NS	206,325	211,425	214,935	219,975	224,375	4,400	2%
4030 - Certs of Good Standing	25,280	27,230	22,870	17,980	18,340	360	2%
4061 - Advertising Revenue	-	-	-	120	122	2	2%
4095 - Miscellaneous Income	695	675	615	245	250	5	2%
4096 - Late Fees	71,100	32,030	64,800	32,995	32,995	-	0%
<b>Total Revenue</b>	<b>4,334,919</b>	<b>4,390,888</b>	<b>4,514,538</b>	<b>4,633,052</b>	<b>4,725,053</b>	<b>92,001</b>	<b>2%</b>
<b>Expenses</b>							
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	43,829	28,372	33,047	44,839	46,184	1,345	3%
5605 - Payroll Taxes	2,961	1,824	2,589	3,537	3,643	106	3%
5610 - Health Insurance	5,019	5,384	5,596	5,669	5,952	283	5%
5630 - Dental Insurance	429	433	434	439	460	22	5%
5640 - Life & LTD Insurance	485	454	458	466	489	23	5%
5650 - Retirement Plan Contributions	3,765	2,105	3,147	4,295	4,424	129	3%
5655 - Retirement Plan Fees & Costs	710	663	614	414	455	41	10%
<b>Total Salaries/Benefit Expenses</b>	<b>57,497</b>	<b>39,304</b>	<b>45,931</b>	<b>59,659</b>	<b>61,609</b>	<b>1,950</b>	<b>3%</b>
<b>General &amp; Administrative</b>							
7025 - Office Supplies	790	541	870	337	337	-	0%
7035 - Postage/Mailing, net	10,584	6,028	6,014	5,454	5,454	-	0%
7040 - Copy/Printing Expense	3,923	2,399	2,425	2,654	2,654	-	0%
7041 - Copy/Print revenue	-	-	-	273	277	4	1%
7050 - Computer Maintenance	1,862	3,767	10,340	5,972	6,271	299	5%
7055 - Computer Supplies & Small Equip	71	130	409	471	494	24	5%
7095 - Fax Equip & Supplies	-	-	-	(10)	(10)	(0)	1%
7100 - Telephone	1,780	1,263	1,263	1,445	1,445	-	0%
7110 - Publications/Subscriptions	80	-	-	133	133	-	0%
7135 - Bank Service Charges	-	-	-	10	10	0	1%
7140 - Credit Card Merchant Fees	75,568	72,067	63,203	30,690	30,690	-	0%
7141 - Credit Card surcharge	(56,878)	(56,726)	(59,720)	(68,997)	(68,997)	-	0%
7175 - O/S Consultants	-	280	1,919	2,180	2,289	109	5%
<b>Total General &amp; Administrative Expenses</b>	<b>45,541</b>	<b>29,750</b>	<b>26,723</b>	<b>(19,388)</b>	<b>(18,952)</b>	<b>435</b>	<b>-2%</b>
<b>Building Overhead</b>							
6015 - Janitorial Expense	506	627	526	340	350	10	3%
6020 - Heat	376	432	369	424	437	13	3%
6025 - Electricity	742	957	852	829	854	25	3%
6030 - Water/Sewer	88	157	161	124	127	4	3%
6035 - Outside Maintenance	243	277	336	278	287	8	3%
6040 - Building Repairs	180	487	350	356	367	11	3%
6045 - Bldg Mtncn Contracts	653	748	802	579	597	17	3%
6065 - Bldg Insurance/Fees	278	363	376	398	410	12	3%
6070 - Building & Improvements Depr	874	1,139	1,109	1,329	1,329	-	0%
6075 - Furniture & Fixtures Depr	264	286	181	63	63	-	0%
7065 - Computers, Equip & Sftwre Depr	2,994	3,660	2,845	1,958	1,958	-	0%
<b>Total Building Overhead Expenses</b>	<b>7,312</b>	<b>9,244</b>	<b>7,906</b>	<b>6,679</b>	<b>6,779</b>	<b>100</b>	<b>1%</b>
<b>Total Expenses</b>	<b>110,350</b>	<b>78,298</b>	<b>80,560</b>	<b>46,951</b>	<b>49,436</b>	<b>4,971</b>	<b>6%</b>
<b>Net Profit (Loss)</b>	<b>\$ 4,224,569</b>	<b>\$ 4,312,590</b>	<b>\$ 4,433,978</b>	<b>\$ 4,586,101</b>	<b>\$ 4,675,617</b>	<b>\$ 87,030</b>	<b>2%</b>

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**02 - Admissions**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4001 - Admissions - Student Exam Fees	130,025	124,025	132,275	103,100	105,162	(18,863)	-15%
4002 - Admissions - Attorney Exam Fees	47,475	45,475	48,350	57,050	58,191	12,716	28%
4003 - Admissions - Retake Fees	41,225	41,250	36,550	32,800	33,456	(7,794)	-19%
4004 - Admissions - Laptop Fees	55,400	51,900	29,100	62,200	63,444	11,544	22%
4005 - Admissions - Application Forms	-	4,000	6,000	8,200	8,364	4,364	109%
4006 - Transfer App Fees	32,950	45,000	44,300	45,100	46,002	1,002	2%
4008 - Attorney - Motion	76,000	46,750	54,400	81,600	83,232	36,482	78%
4009 - House Counsel	23,800	20,400	12,900	15,300	15,606	(4,794)	-24%
4012 - Admissions Military Spouse	-	-	425	-	-	-	#DIV/0!
4095 - Miscellaneous Income	1,945	7,120	3,025	4,161	4,244	83	2%
4096 - Late Fees	25,750	30,300	21,400	21,000	21,000	-	0%
<b>Total Revenue</b>	<b>434,620</b>	<b>416,220</b>	<b>388,725</b>	<b>430,711</b>	<b>438,901</b>	<b>8,190</b>	<b>2%</b>
<b>Expenses</b>							
<b>Program Services</b>							
5001 - Meeting Facility-external only	12,874	14,523	7,586	-	7,261	7,261	#DIV/0!
5002 - Meeting facility-internal only	6,761	6,394	5,394	6,144	3,197	(2,947)	-48%
5013 - ExamSoft	20,311	20,232	19,110	14,542	14,542	-	0%
5014 - Questions	42,736	40,701	35,998	17,540	17,540	-	0%
5015 - Investigations	190	260	128	489	489	-	0%
5016 - Credit Checks	2,273	2,058	1,930	2,534	2,534	-	0%
5017 - Medical Exam	240	160	160	320	320	-	0%
5025 - Temp Labor/Proctors	4,300	5,410	6,100	-	-	-	#DIV/0!
5035 - Awards	-	-	-	65	65	-	0%
5046 - Court Reporting	1,746	75	-	1,563	1,563	-	0%
5070 - Equipment Rental	8,644	8,302	5,655	-	4,151	4,151	#DIV/0!
5075 - Food & Bev-external costs only	3,409	9,303	3,941	237	4,651	4,414	1863%
5076 - Food & beverage - internal only	8,376	8,262	6,029	4,936	4,131	(805)	-16%
5079 - Soft Drinks	-	-	-	36	36	-	0%
5085 - Misc. Program Expense	-	-	-	1,298	1,298	-	0%
5702 - Travel - Lodging	1,290	-	2,030	-	-	-	#DIV/0!
5703 - Travel - Transportation/Parking	2,169	784	3,323	-	1,661	1,661	#DIV/0!
5704 - Travel - Mileage Reimbursement	86	88	342	534	171	(363)	-68%
5705 - Travel - Per Diems	1,013	331	786	-	393	393	#DIV/0!
<b>Total Program Services Expenses</b>	<b>116,417</b>	<b>117,103</b>	<b>98,511</b>	<b>50,237</b>	<b>64,003</b>	<b>13,766</b>	<b>12%</b>
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	246,806	253,197	243,207	292,892	237,563	(55,328)	-19%
5605 - Payroll Taxes	18,879	19,528	19,152	25,045	25,944	899	4%
5610 - Health Insurance	20,411	20,549	23,833	25,442	26,714	1,272	5%
5620 - Health Ins/Medical Reimb	22	26	7	623	623	-	0%
5630 - Dental Insurance	1,286	1,335	1,251	1,345	1,412	67	5%
5640 - Life & LTD Insurance	1,571	1,609	1,564	1,662	1,745	83	5%
5650 - Retirement Plan Contributions	24,129	21,561	19,915	25,099	22,340	(2,759)	-11%
5655 - Retirement Plan Fees & Costs	2,130	1,499	1,380	1,381	1,519	138	10%
5660 - Training/Development	995	1,445	560	-	723	723	#DIV/0!
<b>Total Salaries/Benefit Expenses</b>	<b>316,229</b>	<b>320,749</b>	<b>310,869</b>	<b>373,489</b>	<b>318,584</b>	<b>(54,905)</b>	<b>-15%</b>
<b>General &amp; Administrative</b>							
7025 - Office Supplies	1,053	1,139	853	624	624	-	0%
7035 - Postage/Mailing, net	1,440	1,534	1,128	387	387	-	0%
7040 - Copy/Printing Expense	5,599	4,572	3,755	5,426	5,426	-	0%
7050 - Computer Maintenance	2,824	2,836	4,593	3,018	3,169	151	5%
7055 - Computer Supplies & Small Equip	139	463	953	839	839	-	0%
7089 - Membership Database Fees	3,900	3,900	18,550	36,000	36,000	-	0%
7100 - Telephone	3,347	3,789	3,791	4,336	4,336	-	0%
7105 - Advertising	-	75	75	49	49	-	0%
7110 - Publications/Subscriptions	147	216	226	585	585	-	0%
7120 - Membership/Dues	735	720	715	725	725	-	0%
7140 - Credit Card Merchant Fees	9,250	9,038	9,034	9,360	9,360	-	0%
7150 - E&O/Off & Dir Insurance	4,072	4,094	4,137	4,221	4,221	-	0%
7175 - O/S Consultants	-	841	65,758	9,065	12,618	3,553	39%
7195 - Other Gen & Adm Expense	-	-	20	102	104	2	2%
<b>Total General &amp; Administrative Expenses</b>	<b>32,506</b>	<b>33,217</b>	<b>113,561</b>	<b>74,737</b>	<b>78,443</b>	<b>3,706</b>	<b>5%</b>
<b>Building Overhead</b>							
6015 - Janitorial Expense	1,085	1,607	1,344	864	890	26	3%
6020 - Heat	835	1,109	943	1,078	1,111	32	3%
6025 - Electricity	1,590	2,455	2,179	2,108	2,172	63	3%
6030 - Water/Sewer	183	404	411	314	324	9	3%
6035 - Outside Maintenance	592	711	858	708	729	21	3%
6040 - Building Repairs	410	1,249	894	906	933	27	3%
6045 - Bldg Mtnc Contracts	1,402	1,919	2,048	1,473	1,517	44	3%
6050 - Bldg Mtnc Supplies	243	282	-	-	-	-	#DIV/0!



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**02 - Admissions**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
6065 · Bldg Insurance/Fees	599	930	960	1,012	1,043	30	3%
6070 · Building & Improvements Depr	1,881	2,921	2,834	3,378	3,378	-	0%
6075 · Furniture & Fixtures Depr	569	733	462	160	160	-	0%
7065 · Computers, Equip & Sftwre Depr	6,483	9,386	7,271	4,977	4,977	-	0%
Total Building Overhead Expenses	15,870	23,707	20,204	16,979	17,233	254	1%
Total Expenses	481,022	494,776	543,144	515,442	478,263	(88,124)	-18%
Net Profit (Loss)	\$ (46,402)	\$ (78,556)	\$ (154,419)	\$ (84,731)	\$ (39,362)	\$ 96,314	-114%

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**03 - NLTP**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4020 - NLTP Fees	62,850	65,250	53,850	56,100	57,222	1,122	2%
4081 - CLE - Registrations	-	-	-	619	631	12	2%
4200 - Seminar Profit/Loss	(833)	1,099	-	(685)	(699)	(14)	2%
<b>Total Revenue</b>	<b>62,017</b>	<b>66,349</b>	<b>53,850</b>	<b>56,034</b>	<b>57,154</b>	<b>1,121</b>	<b>2%</b>
<b>Expenses</b>							
<b>Program Services</b>							
5002 - Meeting facility-internal only	1,680	1,455	970	-	728	728	#DIV/0!
5075 - Food & Bev-external costs only	1,232	941	83	-	471	471	#DIV/0!
5076 - Food & beverage - internal only	3,505	2,908	2,107	-	1,454	1,454	#DIV/0!
5085 - Misc. Program Expense	-	85	-	-	-	-	#DIV/0!
5702 - Travel - Lodging	2,013	-	-	-	-	-	#DIV/0!
5703 - Travel - Transportation/Parking	1,913	-	-	-	-	-	#DIV/0!
5704 - Travel - Mileage Reimbursement	315	-	-	-	-	-	#DIV/0!
5705 - Travel - Per Diems	138	-	-	-	-	-	#DIV/0!
5706 - Travel - Meals	292	-	-	-	-	-	#DIV/0!
5815 - Commission/Education	450	-	-	-	-	-	#DIV/0!
<b>Total Program Services Expenses</b>	<b>11,638</b>	<b>5,389</b>	<b>3,159</b>	<b>-</b>	<b>2,652</b>	<b>2,652</b>	<b>49%</b>
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	38,915	30,411	51,871	67,206	5,222	(61,984)	-92%
5605 - Payroll Taxes	3,280	2,475	4,280	5,291	554	(4,737)	-90%
5630 - Dental Insurance	112	-	(4)	(20)	(20)	(1)	5%
5640 - Life & LTD Insurance	395	406	411	419	440	21	5%
5650 - Retirement Plan Contributions	1,050	2,230	5,074	6,400	192	(6,208)	-97%
5655 - Retirement Plan Fees & Costs	-	489	614	414	455	41	10%
5660 - Training/Development	475	45	470	-	-	-	#DIV/0!
<b>Total Salaries/Benefit Expenses</b>	<b>46,070</b>	<b>36,060</b>	<b>62,716</b>	<b>79,717</b>	<b>6,850</b>	<b>(72,867)</b>	<b>-91%</b>
<b>General &amp; Administrative</b>							
7025 - Office Supplies	63	7	78	3	3	-	0%
7035 - Postage/Mailing, net	73	9	1	2	2	-	0%
7040 - Copy/Printing Expense	91	233	158	68	68	-	0%
7050 - Computer Maintenance	941	945	989	900	900	-	0%
7100 - Telephone	1,253	1,422	1,367	1,200	1,200	-	0%
7107 - Production Costs	-	-	-	-	-	-	#DIV/0!
7115 - Public Relations	-	-	-	-	-	-	#DIV/0!
7120 - Membership/Dues	500	545	515	605	605	-	0%
7140 - Credit Card Merchant Fees	1,427	1,485	1,350	1,539	1,539	-	0%
7175 - O/S Consultants	-	280	11,669	15,180	15,180	-	0%
<b>Total General &amp; Administrative Expenses</b>	<b>4,423</b>	<b>4,927</b>	<b>16,126</b>	<b>19,630</b>	<b>19,630</b>	<b>-</b>	<b>0%</b>
<b>Building Overhead</b>							
6015 - Janitorial Expense	405	354	293	184	190	6	3%
6020 - Heat	284	244	205	230	237	7	3%
6025 - Electricity	593	541	475	449	463	13	3%
6030 - Water/Sewer	74	89	90	67	69	2	3%
6035 - Outside Maintenance	155	157	186	151	155	5	3%
6040 - Building Repairs	130	275	194	193	199	6	3%
6045 - Bldg Mtnce Contracts	521	423	444	314	323	9	3%
6050 - Bldg Mtnce Supplies	66	62	-	-	-	-	#DIV/0!
6065 - Bldg Insurance/Fees	221	205	209	216	222	6	3%
6070 - Building & Improvements Depre	693	643	616	720	720	-	0%
6075 - Furniture & Fixtures Depre	209	161	101	34	34	-	0%
7065 - Computers, Equip & Sftwre Depr	2,355	2,067	1,580	1,061	1,061	-	0%
<b>Total Building Overhead Expenses</b>	<b>5,708</b>	<b>5,220</b>	<b>4,392</b>	<b>3,619</b>	<b>3,674</b>	<b>54</b>	<b>1%</b>
<b>Total Expenses</b>	<b>67,839</b>	<b>51,595</b>	<b>86,394</b>	<b>102,967</b>	<b>32,806</b>	<b>(142,974)</b>	<b>-277%</b>
<b>Net Profit (Loss)</b>	<b>\$ (5,822)</b>	<b>\$ 14,754</b>	<b>\$ (32,544)</b>	<b>\$ (46,934)</b>	<b>\$ 24,348</b>	<b>\$ 144,095</b>	<b>-307%</b>

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**04 - Bar Management**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4060 - E-Filing Revenue	21,809	48,363	12,432	24,853	24,853	-	0%
4095 - Miscellaneous Income	829	1,405	1,089	20,956	20,956	-	0%
4103 - In - Kind Revenue - UDR	1,806	2,318	3,305	23	-	(23)	-100%
4151 - ILM Realized Gains / Losses	124,366	176,875	139,808	49,282	49,282	-	0%
4152 - ILM Interest Income	(5,445)	(903)	7,898	7,371	7,371	-	0%
4153 - ILM Unrealized Gains / Losses	(6,938)	8,528	32,909	(35,781)	(35,781)	-	0%
4155 - General Interest Income	302	1,250	1,371	604	604	-	0%
<b>Total Revenue</b>	<b>136,729</b>	<b>237,837</b>	<b>198,811</b>	<b>67,308</b>	<b>67,285</b>	<b>(23)</b>	<b>0%</b>
<b>Expenses</b>							
<b>Program Services</b>							
5002 - Meeting facility-internal only	2,080	1,415	855	95	708	613	645%
5035 - Awards	-	-	-	11	11	-	0%
5055 - Legislative Expense	-	110	-	-	-	-	#DIV/0!
5061 - LRE - Bar Support	-	-	-	4,182	4,182	-	0%
5063 - Special Event Expense	1,913	-	-	-	-	-	#DIV/0!
5070 - Equipment Rental	-	-	-	-	-	-	#DIV/0!
5075 - Food & Bev-external costs only	4,214	2,109	1,270	243	1,055	812	335%
5076 - Food & beverage - internal only	759	-	51	-	-	-	#DIV/0!
5079 - Soft Drinks	3,058	2,723	1,777	1,173	1,173	-	0%
5085 - Misc. Program Expense	-	491	-	-	-	-	#DIV/0!
5702 - Travel - Lodging	945	513	1,624	800	257	(543)	-68%
5703 - Travel - Transportation/Parking	218	1,432	465	-	716	716	#DIV/0!
5704 - Mileage Reimbursement	-	-	-	-	-	-	#DIV/0!
5704 - Travel - Mileage Reimbursement	343	113	-	-	57	57	#DIV/0!
5705 - Travel - Per Diems	180	38	175	-	19	19	#DIV/0!
5706 - Travel - Meals	-	-	-	-	-	-	#DIV/0!
5805 - ABA Annual Meeting	7,262	5,343	3,947	-	2,671	2,671	#DIV/0!
5810 - ABA Mid Year Meeting	3,246	4,466	5,010	-	2,233	2,233	#DIV/0!
5815 - Commission/Education	-	200	-	-	-	-	#DIV/0!
5830 - Western States Bar Conference	7,583	11,557	2,918	205	5,778	5,573	2719%
5960 - Overhead Allocation - Seminars	(23,376)	(22,401)	(18,460)	(17,365)	(17,365)	-	0%
<b>Total Program Services Expenses</b>	<b>8,423</b>	<b>8,127</b>	<b>(368)</b>	<b>(10,656)</b>	<b>1,494</b>	<b>12,150</b>	<b>150%</b>
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	527,038	529,301	600,606	575,185	458,781	(116,404)	-20%
5605 - Payroll Taxes	37,016	37,744	40,797	39,596	30,559	(9,037)	-23%
5610 - Health Insurance	41,483	45,849	46,425	51,317	53,883	2,566	5%
5630 - Dental Insurance	1,787	2,278	2,099	2,192	2,301	110	5%
5640 - Life & LTD Insurance	3,010	3,464	3,282	3,512	3,687	176	5%
5645 - Workman's Comp Insurance	2,544	2,487	2,832	2,733	2,733	-	0%
5650 - Retirement Plan Contributions	53,550	49,861	49,383	52,296	45,499	(6,797)	-13%
5655 - Retirement Plan Fees & Costs	3,549	2,989	2,611	1,655	1,821	166	10%
5660 - Training/Development	2,416	4,993	1,433	165	170	5	3%
<b>Total Salaries/Benefit Expenses</b>	<b>673,990</b>	<b>679,385</b>	<b>749,762</b>	<b>728,652</b>	<b>599,435</b>	<b>(129,216)</b>	<b>-18%</b>
<b>General &amp; Administrative</b>							
7025 - Office Supplies	7,499	9,352	7,879	8,981	8,981	-	0%
7035 - Postage/Mailing, net	1,105	1,012	1,854	3,769	3,769	-	0%
7040 - Copy/Printing Expense	2,929	2,797	3,266	7,676	7,676	-	0%
7041 - Copy/Print revenue	-	-	-	78	78	-	0%
7050 - Computer Maintenance	4,707	4,727	5,117	4,942	4,942	-	0%
7055 - Computer Supplies & Small Equip	291	1,275	1,304	5,680	5,680	-	0%
7100 - Telephone	5,274	7,257	7,948	8,750	8,750	-	0%
7105 - Advertising	-	460	75	499	499	-	0%
7110 - Publications/Subscriptions	2,510	2,988	5,203	6,189	6,189	-	0%
7120 - Membership/Dues	3,794	1,528	2,265	2,038	2,038	-	0%
7135 - Bank Service Charges	1,178	1,111	846	928	928	-	0%
7136 - ILM Service Charges	16,892	17,698	18,048	17,944	17,944	-	0%
7140 - Credit Card Merchant Fees	(1,642)	(897)	1,014	(2,734)	(2,734)	-	0%
7150 - E&O/Off & Dir Insurance	9,184	9,386	9,429	10,021	10,021	-	0%
7160 - Audit Expense	31,363	33,546	34,265	35,435	35,435	-	0%
7175 - O/S Consultants	11,195	9,310	15,774	23,590	23,590	-	0%
7179 - Payroll Adm Fees	2,826	2,885	3,169	3,126	3,126	-	0%
7180 - Administrative Fee Expense	1,176	773	1,118	996	996	-	0%
7190 - Lease Interest Expense	701	770	573	-	-	-	#DIV/0!
7195 - Other Gen & Adm Expense	2,016	9,601	8,047	9,651	9,651	-	0%
<b>Total General &amp; Administrative Expenses</b>	<b>104,141</b>	<b>115,943</b>	<b>127,192</b>	<b>147,559</b>	<b>147,559</b>	<b>-</b>	<b>0%</b>
<b>In Kind Expenses</b>							
7103 - InKind Contrib-UDR & all other	3,689	4,209	5,282	5,404	5,404	-	0%
<b>Building Overhead</b>							
6015 - Janitorial Expense	2,024	2,410	2,057	1,388	1,429	42	3%
6020 - Heat	1,493	1,663	1,454	1,732	1,784	52	3%
6025 - Electricity	2,964	3,683	3,340	3,387	3,489	102	3%



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**04 - Bar Management**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
6030 - Water/Sewer	355	606	628	505	520	15	3%
6035 - Outside Maintenance	945	1,067	1,340	1,137	1,172	34	3%
6040 - Building Repairs	710	1,874	1,381	1,456	1,499	44	3%
6045 - Bldg Mtncn Contracts	2,610	2,879	3,170	2,367	2,438	71	3%
6050 - Bldg Mtncn Supplies	395	424	-	-	-	-	#DIV/0!
6065 - Bldg Insurance/Fees	1,111	1,395	1,481	1,627	1,675	49	3%
6070 - Building & Improvements Depr	3,488	4,381	4,372	5,427	5,427	-	0%
6075 - Furniture & Fixtures Depr	1,053	1,099	713	257	257	-	0%
7065 - Computers, Equip & Sftwre Depr	11,939	14,080	11,223	7,996	7,996	-	0%
Total Building Overhead Expenses	29,087	35,561	31,158	27,278	27,686	408	1%
Total Expenses	819,329	843,224	913,027	898,237	781,579	(245,466)	-29%
Other Income/Expense							
4300 - Gain (Loss) - Sales of Assets	-	-	5,673	-	-	-	
<b>Net Profit (Loss)</b>	<b>\$ (682,600)</b>	<b>\$ (605,388)</b>	<b>\$ (708,543)</b>	<b>\$ (830,929)</b>	<b>\$ (714,294)</b>	<b>\$ 245,444</b>	<b>-30%</b>

Bar Management is included in the Bar Operations department shown on pages 4-6 and 10.

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**05 - Property Management**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4039 · Room Rental-All parties	109,925	102,773	72,158	12,344	51,387	39,043	316%
4042 · Food & Beverage Rev-All Parties	115,796	125,308	79,334	5,539	62,654	57,115	1031%
4043 · Setup & A/V charges-All parties	1,044	1,402	1,145	-	701	701	#DIV/0!
4090 · Tenant Rent	21,672	21,086	22,258	20,646	20,646	-	0%
4095 · Miscellaneous Income	105	70	16	70	70	-	0%
4103 · In - Kind Revenue - UDR	-	-	-	-	-	-	#DIV/0!
Total Revenue	248,542	250,639	174,911	38,599	135,457	96,859	251%
<b>Expenses</b>							
<b>Program Services</b>							
5070 · Equipment Rental	844	1,157	1,145	-	578	578	#DIV/0!
5075 · Food & Bev-external costs only	103,858	111,946	71,290	2,965	55,973	53,008	1788%
5076 · Food & beverage - internal only	-	-	274	1,987	-	(1,987)	-100%
5079 · Soft Drinks	6,907	7,911	4,881	1,335	3,956	2,620	196%
5090 · Commission Expense	-	656	-	-	328	328	#DIV/0!
Total Program Services Expenses	112,590	121,765	77,796	6,287	60,835	54,547	45%
<b>Salaries &amp; Benefits</b>							
5510 · Salaries/Wages	109,616	111,339	127,775	123,169	139,864	16,695	14%
5605 · Payroll Taxes	8,827	8,661	10,021	9,905	11,196	1,292	13%
5610 · Health Insurance	15,978	16,401	18,230	16,829	17,670	841	5%
5620 · Health Ins/Medical Reimb	555	1,120	516	1,161	1,161	-	0%
5630 · Dental Insurance	858	866	830	873	917	44	5%
5640 · Life & LTD Insurance	701	696	705	721	757	36	5%
5650 · Retirement Plan Contributions	10,156	10,027	11,541	11,776	13,129	1,353	11%
5655 · Retirement Plan Fees & Costs	1,420	1,326	1,228	828	911	83	10%
5660 · Training/Development	600	90	90	-	-	-	#DIV/0!
Total Salaries/Benefit Expenses	148,711	150,527	170,935	165,262	185,606	20,344	12%
<b>General &amp; Administrative</b>							
7025 · Office Supplies	866	1,436	2,282	405	405	-	0%
7033 · Operating Meeting Supplies	21,998	22,789	17,400	1,822	11,394	9,572	525%
7035 · Postage/Mailing, net	2,060	(348)	(993)	11,493	11,493	-	0%
7040 · Copy/Printing Expense	3,650	3,697	5,138	453	1,849	1,396	308%
7041 · Copy/Print revenue	(26,262)	(25,255)	(19,602)	(17,345)	(17,345)	-	0%
7055 · Computer Supplies & Small Equip	471	603	2,535	-	-	-	#DIV/0!
7100 · Telephone	5,259	4,478	4,531	5,188	5,188	-	0%
7105 · Advertising	-	75	-	-	-	-	#DIV/0!
7140 · Credit Card Merchant Fees	19	118	20	-	-	-	#DIV/0!
7175 · O/S Consultants	-	561	3,839	4,360	4,360	-	0%
7191 · Lease Sales Tax Expense	88	-	-	-	-	-	#DIV/0!
7195 · Other Gen & Adm Expense	-	-	1,611	125	128	3	2%
Total General & Administrative Expenses	8,150	8,153	16,761	6,501	17,472	10,971	169%
<b>Building Overhead</b>							
6015 · Janitorial Expense	15,342	15,282	13,013	8,724	8,986	262	3%
6020 · Heat	11,007	10,548	9,188	10,891	11,217	327	3%
6025 · Electricity	22,462	23,351	21,121	21,294	21,933	639	3%
6030 · Water/Sewer	2,758	3,839	3,970	3,175	3,270	95	3%
6035 · Outside Maintenance	6,363	6,767	8,453	7,150	7,365	215	3%
6040 · Building Repairs	5,103	11,883	8,723	9,152	9,426	275	3%
6045 · Bldg Mtnc Contracts	19,750	18,255	20,019	14,878	15,324	446	3%
6050 · Bldg Mtnc Supplies	2,694	2,686	-	-	-	-	#DIV/0!
6055 · Real Property Taxes	14,883	12,069	12,378	13,709	14,120	411	3%
6060 · Personal Property Taxes	196	176	167	159	164	5	3%
6065 · Bldg Insurance/Fees	8,391	8,849	9,358	10,226	10,533	307	3%
6070 · Building & Improvements Depre	26,327	27,782	27,622	34,117	34,117	-	0%
6075 · Furniture & Fixtures Depre	7,944	6,970	4,504	1,614	1,614	-	0%
7065 · Computers, Equip & Sftwre Depr	89,696	89,278	70,906	50,270	50,270	-	0%
Total Building Overhead Expenses	232,915	237,734	209,422	185,358	188,339	2,981	2%
Total Expenses	519,194	533,973	487,468	363,883	452,726	123,138	23%
<b>Net Profit (Loss)</b>	<b>\$ (270,652)</b>	<b>\$ (283,334)</b>	<b>\$ (312,557)</b>	<b>\$ (325,285)</b>	<b>\$ (317,269)</b>	<b>\$ (26,279)</b>	<b>8%</b>



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**06 - Office of Prof Conduct**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4095 · Miscellaneous Income	5,059	6,269	4,100	2,203	4,000	1,797	82%
4200 · Seminar Profit/Loss	16,229	27,065	9,546	57,777	46,893	(10,884)	-19%
<b>Total Revenue</b>	<b>21,288</b>	<b>33,333</b>	<b>13,646</b>	<b>59,981</b>	<b>50,893</b>	<b>(9,088)</b>	<b>-15%</b>
<b>Expenses</b>							
<b>Program Services</b>							
5002 · Meeting facility-internal only	460	-	95	270	95	(175)	-65%
5015 · Investigations	-	118	425	430	560	131	30%
5040 · Witness & Hearing Expense	1,733	2,011	2,038	224	1,006	782	349%
5041 · Process Serving	656	1,211	1,049	282	605	323	114%
5046 · Court Reporting	152	-	-	33	33	-	0%
5075 · Food & Bev-external costs only	-	659	331	-	330	330	#DIV/0!
5079 · Soft Drinks	-	86	336	183	183	-	0%
5702 · Travel - Lodging	3,911	7,257	6,528	-	3,819	3,819	#DIV/0!
5703 · Transportation	-	-	-	-	-	-	#DIV/0!
5703 · Travel - Transportation/Parking	1,768	3,338	4,646	2	1,505	1,503	66789%
5704 · Travel - Mileage Reimbursement	1,309	2,936	332	-	1,500	1,500	#DIV/0!
5705 · Travel - Per Diems	684	1,723	1,835	-	850	850	#DIV/0!
5805 · ABA Annual Meeting	5,866	5,350	1,573	-	300	300	#DIV/0!
5810 · ABA Mid Year Meeting	7,197	2,364	5,060	-	3,500	3,500	#DIV/0!
<b>Total Program Services Expenses</b>	<b>24,347</b>	<b>27,053</b>	<b>24,596</b>	<b>1,423</b>	<b>14,285</b>	<b>12,862</b>	<b>48%</b>
<b>Salaries &amp; Benefits</b>							
5510 · Salaries/Wages	881,043	945,401	976,762	985,214	1,018,399	33,185	3%
5605 · Payroll Taxes	64,622	70,258	74,673	74,517	77,026	2,510	3%
5610 · Health Insurance	78,987	79,613	84,969	93,308	95,453	2,145	2%
5620 · Health Ins/Medical Reimb	941	1,195	2,152	4,798	4,398	(400)	-8%
5630 · Dental Insurance	5,682	6,177	6,171	6,399	6,482	83	1%
5640 · Life & LTD Insurance	5,624	5,768	5,805	6,114	6,295	181	3%
5650 · Retirement Plan Contributions	78,849	86,153	95,528	88,553	90,762	2,209	2%
5655 · Retirement Plan Fees & Costs	6,558	6,775	7,060	4,139	6,838	2,699	65%
5660 · Training/Development	6,385	5,480	8,845	1,776	2,441	665	37%
66000 · Payroll Expenses	-	-	-	-	-	-	#DIV/0!
<b>Total Salaries/Benefit Expenses</b>	<b>1,128,691</b>	<b>1,206,819</b>	<b>1,261,964</b>	<b>1,264,818</b>	<b>1,308,094</b>	<b>43,276</b>	<b>3%</b>
<b>General &amp; Administrative</b>							
7025 · Office Supplies	5,135	6,738	5,659	3,663	3,964	301	8%
7035 · Postage/Mailing, net	5,630	4,994	4,044	4,399	4,245	(154)	-4%
7040 · Copy/Printing Expense	14,665	17,855	14,767	11,857	12,395	538	5%
7045 · Internet Service	-	104	466	-	-	-	#DIV/0!
7050 · Computer Maintenance	2,824	3,711	5,153	2,966	2,966	-	0%
7055 · Computer Supplies & Small Equip	589	2,482	2,208	1,292	1,701	409	32%
7089 · Membership Database Fees	8,087	11,133	11,793	4,127	25,127	21,000	509%
7100 · Telephone	12,937	14,441	15,164	17,345	16,843	(502)	-3%
7105 · Advertising	360	-	225	-	75	75	#DIV/0!
7106 · Public Notification	608	1,149	465	290	754	464	160%
7110 · Publications/Subscriptions	10,328	12,079	13,037	14,075	15,492	1,417	10%
7120 · Membership/Dues	4,810	4,745	4,460	4,095	4,020	(75)	-2%
7150 · E&O/Off & Dir Insurance	14,253	14,327	14,478	14,774	14,700	(74)	0%
7175 · O/S Consultants	-	3,366	31,173	26,159	26,922	763	3%
7176 · Bar Litigation	-	-	7,000	-	-	-	#DIV/0!
7178 · Offsite Storage/Backup	4,228	11,616	3,889	-	-	-	#DIV/0!
7179 · Payroll Adm Fees	-	-	-	-	-	-	#DIV/0!
7180 · Administrative Fee Expense	-	-	-	-	-	-	#DIV/0!
7190 · Lease Interest Expense	-	-	-	-	-	-	#DIV/0!
7191 · Lease Sales Tax Expense	-	-	-	-	-	-	#DIV/0!
7195 · Other Gen & Adm Expense	-	446	354	768	870	102	13%
<b>Total General &amp; Administrative Expenses</b>	<b>85,437</b>	<b>109,184</b>	<b>134,334</b>	<b>105,813</b>	<b>130,074</b>	<b>24,261</b>	<b>23%</b>
<b>Building Overhead</b>							
6015 · Janitorial Expense	6,037	5,608	4,776	3,202	2,848	(354)	-11%

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**06 - Office of Prof Conduct**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
6020 · Heat	4,275	3,871	3,372	3,997	3,860	(137)	-3%
6025 · Electricity	8,838	8,570	7,751	7,815	7,514	(301)	-4%
6030 · Water/Sewer	1,095	1,409	1,457	1,165	1,213	48	4%
6035 · Outside Maintenance	2,395	2,484	3,102	2,624	2,691	67	3%
6040 · Building Repairs	1,970	4,361	3,201	3,359	3,511	152	5%
6045 · Bldg Mtncn Contracts	7,767	6,700	7,347	5,460	6,671	1,211	22%
6050 · Bldg Mtncn Supplies	1,019	986	-	-	-	-	#DIV/0!
6065 · Bldg Insurance/Fees	3,298	3,247	3,434	3,753	3,783	30	1%
6070 · Building & Improvements Depre	10,344	10,196	10,137	12,521	11,945	(576)	-5%
6075 · Furniture & Fixtures Depre	3,121	2,558	1,653	593	822	230	39%
7065 · Computers, Equip & Sftwre Depr	35,185	32,765	26,023	18,449	20,236	1,787	10%
Total Building Overhead Expenses	85,342	82,755	72,254	62,937	65,094	2,157	3%
Total Expenses	1,323,817	1,425,811	1,493,149	1,434,991	1,517,546	152,250	11%
<b>Net Profit (Loss)</b>	<b>\$ (1,302,529)</b>	<b>\$ (1,392,478)</b>	<b>\$ (1,479,502)</b>	<b>\$ (1,375,010)</b>	<b>\$ (1,466,653)</b>	<b>\$ (161,337)</b>	<b>12%</b>

**NOTES TO OPC BUDGET:**

1 Aside from regular required services, the

Account	Amount	Vendor	Purpose
7175 · O/S Consultant	\$881/month	Braintrace	Threat traffic monitoring
7050 · Computer Maintenance	\$250/month	Euclid	Annual maintenance
7175 · O/S Consultant	\$1,250/month	ClearLink	Computer virus protection, routine computer updates and server, workstation & network maintenance
7100 · Telephone	\$88/quarter	ClearLink	Vulnerability scans
7100 · Telephone	\$2,500/year	ClearLink	Firewall maintenance
7100 · Telephone	\$540/month	ClearLink	Office 365 Windows subscription
7100 · Telephone	\$530/month	Mitel	Phone extensions, phones and voicemail
7100 · Telephone	\$90/month	Google Fiber	Internet provider
7089 · Membership Database	\$8,000/year	Unknown	JustWare/case management replacement

**NOTE:** The annual total cost of the items listed above is approximately \$53,400, which have been included in the FY 21/22 budget for accounts listed above.

- 2 In addition to the contractual amounts with ClearLink listed above, ancillary IT support provided by Euclid is charged at \$175/hour. It is anticipated and budgeted that OPC will incur approximately 10 hours during FY 21/22.
- 3 No major software upgrades are expected for the FY 21/22 for OPC.
- 4 No major computer/hardware purchases are expected for FY21/22 for OPC.
- 5 Each year, the Bar anticipates an operational reserve of \$200,000. Of that reserve, \$25,000 has been allocated to OPC.
- 6 Any disciplinary-related expenses billed to General Counsel remain as a General Counsel expense and are not charged to OPC; this includes salaries for Bar staff and the Ethics and Discipline Committee Chair.



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**07 - General Counsel**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Expenses</b>							
Program Services							
5002 - Meeting facility-internal only	5,420	4,155	3,475	2,205	2,205	-	0%
5015 - Investigations	110	47	48	88	88	-	0%
5040 - Witness & Hearing Expense	(1,095)	(405)	(540)	(240)	(240)	-	0%
5075 - Food & Bev-external costs only	-	-	-	39	39	-	0%
5076 - Food & beverage - internal only	2,760	2,557	2,016	13	1,279	1,266	9736%
5702 - Travel - Lodging	2,626	-	-	-	-	-	#DIV/0!
5703 - Travel - Transportation/Parking	1,759	1,049	231	-	525	525	#DIV/0!
5704 - Travel - Mileage Reimbursement	357	332	354	-	166	166	#DIV/0!
5810 - ABA Mid Year Meeting	-	-	2,067	-	-	-	#DIV/0!
Total Program Services Expenses	15,649	7,736	7,651	2,104	4,061	1,957	25%
Salaries & Benefits							
5510 - Salaries/Wages	185,715	185,582	211,176	236,448	356,042	119,593	51%
5605 - Payroll Taxes	13,120	14,020	15,756	17,769	27,977	10,208	57%
5610 - Health Insurance	12,456	14,219	15,475	19,005	25,955	6,950	37%
5630 - Dental Insurance	429	433	413	500	1,005	505	101%
5640 - Life & LTD Insurance	1,099	1,094	1,103	1,262	2,165	903	72%
5650 - Retirement Plan Contributions	18,072	19,149	19,965	20,696	23,567	2,871	14%
5655 - Retirement Plan Fees & Costs	1,420	1,326	1,228	828	911	83	10%
5660 - Training/Development	800	1,660	325	279	830	551	198%
Total Salaries/Benefit Expenses	233,114	237,490	265,447	296,790	438,455	141,665	48%
General & Administrative							
7025 - Office Supplies	304	153	460	94	94	-	0%
7035 - Postage/Mailing, net	487	338	361	178	178	-	0%
7040 - Copy/Printing Expense	1,338	2,493	1,919	694	5,694	5,000	721%
7045 - Internet Service	-	398	148	180	180	-	0%
7050 - Computer Maintenance	1,883	3,991	3,920	1,977	1,977	-	0%
7055 - Computer Supplies & Small Equip	2,660	1,309	514	40	40	-	0%
7100 - Telephone	2,233	2,526	2,625	3,180	3,180	-	0%
7110 - Publications/Subscriptions	1,892	1,919	1,910	1,426	1,426	-	0%
7120 - Membership/Dues	820	845	1,030	990	990	-	0%
7150 - E&O/Off & Dir Insurance	4,072	4,094	4,137	4,221	4,221	-	0%
7175 - O/S Consultants	-	1,091	3,991	4,544	4,544	-	0%
7176 - Bar Litigation	22,356	6,374	15,245	10,450	10,000	(450)	-4%
7177 - UPL	1,139	8,302	41,141	1,564	10,000	8,436	539%
7195 - Other Gen & Adm Expense	-	-	-	699	699	-	0%
Total General & Administrative Expenses	39,184	34,028	77,399	30,236	43,222	12,986	43%
Building Overhead							
6015 - Janitorial Expense	1,065	844	719	483	497	14	3%
6020 - Heat	738	582	508	603	621	18	3%
6025 - Electricity	1,559	1,289	1,167	1,179	1,214	35	3%
6030 - Water/Sewer	197	212	219	176	181	5	3%
6035 - Outside Maintenance	383	374	467	396	408	12	3%
6040 - Building Repairs	334	656	482	507	522	15	3%
6045 - Bldg Mtncn Contracts	1,369	1,008	1,107	824	848	25	3%
6050 - Bldg Mtncn Supplies	165	148	-	-	-	-	#DIV/0!
6055 - Real Property Taxes	-	-	-	-	-	-	#DIV/0!
6060 - Personal Property Taxes	-	-	-	-	-	-	#DIV/0!
6065 - Bldg Insurance/Fees	580	489	517	566	583	17	3%
6070 - Building & Improvements Depr	1,820	1,534	1,527	1,889	1,889	-	0%
6075 - Furniture & Fixtures Depr	549	385	249	89	89	-	0%
7065 - Computers, Equip & Sftwre Depr	6,170	4,930	3,919	2,783	2,783	-	0%
Total Building Overhead Expenses	14,929	12,451	10,882	9,493	9,635	142	1%
<b>Total Expenses</b>	<b>302,876</b>	<b>291,705</b>	<b>361,379</b>	<b>338,623</b>	<b>495,372</b>	<b>311,542</b>	<b>107%</b>
<b>Net Profit (Loss)</b>	<b>\$ (302,876)</b>	<b>\$ (291,705)</b>	<b>\$ (361,379)</b>	<b>\$ (338,623)</b>	<b>\$ (495,372)</b>	<b>\$ (311,542)</b>	<b>92%</b>

General Counsel is included in the Bar Operations department shown on pages 4-6 and 10.

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**08 - Computer/MIS/Internet**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
<b>Expenses</b>							
Program Services							
5025 · Temp Labor/Proctors	-	1,025	140	-	-	-	#DIV/0!
5070 · Equipment Rental	-	-	-	38	38	-	0%
5075 · Food & Bev-external costs only	-	889	69	-	-	-	#DIV/0!
5095 · Wills for Heroes	-	519	-	-	519	519	#DIV/0!
5702 · Travel - Lodging	432	2,379	5,789	-	1,189	1,189	#DIV/0!
5703 · Travel - Transportation/Parking	1,517	1,411	1,930	-	706	706	#DIV/0!
5704 · Travel - Mileage Reimbursement	-	308	826	-	154	154	#DIV/0!
5705 · Travel - Per Diems	-	652	1,019	-	326	326	#DIV/0!
5706 · Travel - Meals	-	37	-	-	19	19	#DIV/0!
5707 · Travel - Commission Mtgs	-	18	-	-	-	-	#DIV/0!
<b>Total Program Services Expenses</b>	<b>1,949</b>	<b>7,237</b>	<b>9,772</b>	<b>38</b>	<b>2,950</b>	<b>2,912</b>	<b>40%</b>
Salaries & Benefits							
5510 · Salaries/Wages	120,436	157,550	192,642	193,901	204,718	10,817	6%
5605 · Payroll Taxes	9,744	11,841	13,335	13,603	14,761	1,158	9%
5610 · Health Insurance	11,835	19,014	22,356	21,480	22,554	1,074	5%
5630 · Dental Insurance	787	691	615	690	724	34	5%
5640 · Life & LTD Insurance	874	1,007	1,165	1,181	1,240	59	5%
5650 · Retirement Plan Contributions	12,925	1,721	14,987	18,527	19,583	1,056	6%
5655 · Retirement Plan Fees & Costs	1,420	174	1,071	828	911	83	10%
5660 · Training/Development	1,745	5,496	4,623	1,158	1,158	-	0%
<b>Total Salaries/Benefit Expenses</b>	<b>159,765</b>	<b>197,493</b>	<b>250,795</b>	<b>251,368</b>	<b>265,649</b>	<b>14,281</b>	<b>6%</b>
General & Administrative							
7025 · Office Supplies	1,646	1,685	1,326	307	307	-	0%
7040 · Copy/Printing Expense	-	32	3,003	1,919	1,919	-	0%
7041 · Copy/Print revenue	-	-	-	224	224	-	0%
7045 · Internet Service	14,360	6,241	2,754	3,479	3,479	-	0%
7050 · Computer Maintenance	1,883	12,726	10,395	7,986	7,986	-	0%
7055 · Computer Supplies & Small Equip	1,605	4,301	6,872	2,959	2,959	-	0%
7089 · Membership Database Fees	12,751	1,160	-	-	-	-	#DIV/0!
7100 · Telephone	2,662	5,442	5,948	7,833	7,833	-	0%
7110 · Publications/Subscriptions	1,856	2,262	985	1,661	1,661	-	0%
7120 · Membership/Dues	231	569	566	-	-	-	#DIV/0!
7175 · O/S Consultants	94,192	56,036	14,598	13,388	64,947	51,559	385%
7195 · Other Gen & Adm Expense	577	240	444	274	274	-	0%
<b>Total General &amp; Administrative Expenses</b>	<b>132,300</b>	<b>90,693</b>	<b>46,889</b>	<b>40,030</b>	<b>91,589</b>	<b>51,559</b>	<b>129%</b>
Building Overhead							
6015 · Janitorial Expense	696	860	717	455	469	14	3%
6020 · Heat	517	594	502	569	586	17	3%
6025 · Electricity	1,019	1,314	1,161	1,112	1,145	33	3%
6030 · Water/Sewer	121	216	219	166	171	5	3%
6035 · Outside Maintenance	334	381	456	373	384	11	3%
6040 · Building Repairs	247	669	476	478	492	14	3%
6045 · Bldg Mtnc Contracts	897	1,028	1,089	777	800	23	3%
6050 · Bldg Mtnc Supplies	139	151	-	-	-	-	#DIV/0!
6065 · Bldg Insurance/Fees	382	498	511	534	550	16	3%
6070 · Building & Improvements Depr	1,200	1,564	1,508	1,781	1,781	-	0%
6075 · Furniture & Fixtures Depr	362	392	246	84	84	-	0%
7065 · Computers, Equip & Sftwre Depr	4,112	5,025	3,869	2,624	2,624	-	0%
<b>Total Building Overhead Expenses</b>	<b>10,026</b>	<b>12,693</b>	<b>10,752</b>	<b>8,953</b>	<b>9,087</b>	<b>134</b>	<b>1%</b>
<b>Total Expenses</b>	<b>304,039</b>	<b>308,115</b>	<b>318,209</b>	<b>300,388</b>	<b>369,274</b>	<b>134,860</b>	<b>44%</b>
<b>Net Profit (Loss)</b>	<b>\$ (304,039)</b>	<b>\$ (308,115)</b>	<b>\$ (318,209)</b>	<b>\$ (300,388)</b>	<b>\$ (369,274)</b>	<b>\$ (134,860)</b>	<b>45%</b>

Computer/MIS/Internet (i.e. "IT") is included in the Bar Operations department shown on pages 4-6 and 10.



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**CLE**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change vs 2022 Budget	% Change vs 2022 Budget
<b>Revenue</b>							
4052 - Meeting - Sponsor Revenue	15,500	22,550	14,500	7,250	15,000	7,750	107%
4053 - Meeting - Vendor Revenue	-	-	1,000	-	-	-	#DIV/0!
4081 - CLE - Registrations	467,772	451,978	261,754	199,530	315,000	115,470	58%
4082 - CLE - Video Library Sales	98,348	85,500	121,808	173,086	173,086	-	0%
4084 - Business Law Book Sales	6,856	3,315	-	-	-	-	#DIV/0!
4200 - Seminar Profit/Loss	(25,626)	(2,037)	(8,023)	(95,768)	(95,768)	-	0%
Total Revenue	565,080	561,306	391,038	284,097	407,317	123,220	43%
<b>Expenses</b>							
<b>Program Services</b>							
5001 - Meeting Facility-external only	10,459	7,290	632	-	3,645	3,645	#DIV/0!
5002 - Meeting facility-internal only	8,220	6,750	5,287	175	3,375	3,200	1829%
5030 - Speaker Fees & Expenses	16,155	11,885	9,163	6,500	6,500	-	0%
5031 - Speaker Reimb. - Receipt Req'd	17,411	5,837	16,297	-	2,918	2,918	#DIV/0!
5035 - Awards	1,763	5,209	5,977	1,282	1,282	-	0%
5037 - Grants/ contributions - general	3,000	-	6,000	-	-	-	#DIV/0!
5063 - Special Event Expense	18,057	16,577	18,284	6,754	8,289	1,535	23%
5064 - MCLE Fees Paid	29,372	26,491	20,023	27,044	27,044	-	0%
5070 - Equipment Rental	16,896	6,168	14,281	-	3,084	3,084	#DIV/0!
5075 - Food & Bev-external costs only	179,000	136,314	87,836	4,952	68,157	63,205	1276%
5076 - Food & beverage - internal only	19,164	22,115	12,910	-	11,057	11,057	#DIV/0!
5085 - Misc. Program Expense	3,856	965	-	-	-	-	#DIV/0!
5702 - Travel - Lodging	7,958	19,723	28,650	7,065	9,862	2,797	40%
5703 - Travel - Transportation/Parking	202	4,770	5,199	279	2,385	2,106	754%
5704 - Travel - Mileage Reimbursement	735	462	271	502	231	(271)	-54%
5706 - Travel - Meals	-	78	-	-	-	-	#DIV/0!
5815 - Commission/Education	-	214	-	-	-	-	#DIV/0!
5841 - President's Reimbursement	-	191	-	-	-	-	#DIV/0!
5850 - Leadership Academy	-	-	-	200	200	-	0%
5960 - Overhead Allocation - Seminars	(26,624)	(27,599)	(16,540)	(16,039)	(13,799)	2,240	-14%
5970 - Event Revenue Sharing - 3rd Pty	64,158	42,191	60,197	68,366	68,366	-	0%
Total Program Services Expenses	369,932	285,631	274,467	107,079	202,596	95,516	33%
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	100,837	93,650	107,619	105,057	168,875	63,818	61%
5605 - Payroll Taxes	8,922	7,613	9,065	8,307	13,698	5,391	65%
5610 - Health Insurance	12,982	10,452	2,628	874	10,918	10,044	1149%
5630 - Dental Insurance	576	433	122	52	1,255	1,203	2306%
5640 - Life & LTD Insurance	799	763	773	876	3,319	2,444	279%
5645 - Workman's Comp Insurance	-	-	-	-	-	-	#DIV/0!
5650 - Retirement Plan Contributions	7,603	7,314	10,784	9,416	12,688	3,272	35%
5655 - Retirement Plan Fees & Costs	1,072	1,152	1,228	828	911	83	10%
5660 - Training/Development	1,500	1,090	325	-	-	-	#DIV/0!
66000 - Payroll Expenses	-	-	-	-	-	-	#DIV/0!
Total Salaries/Benefit Expenses	134,302	122,478	132,552	125,409	211,664	86,255	69%
<b>General &amp; Administrative</b>							
7025 - Office Supplies	1,266	2,142	3,587	211	211	-	0%
7033 - Operating Meeting Supplies	-	520	-	-	-	-	#DIV/0!
7035 - Postage/Mailing, net	8,071	6,940	7,031	1	1	-	0%
7040 - Copy/Printing Expense	26,107	14,001	18,635	2,512	2,512	-	0%
7045 - Internet Service	72	196	1,280	4,093	4,093	-	0%
7050 - Computer Maintenance	1,883	3,130	2,730	2,415	2,415	-	0%
7055 - Computer Supplies & Small Equip	883	4,169	490	516	516	-	0%
7089 - Membership Database Fees	2,633	-	-	-	-	-	#DIV/0!
7100 - Telephone	2,592	2,838	2,722	2,960	2,960	-	0%
7105 - Advertising	1,150	-	-	147	147	-	0%
7110 - Publications/Subscriptions	-	-	808	824	824	-	0%
7120 - Membership/Dues	561	45	530	545	545	-	0%
7135 - Bank Service Charges	118	-	29	-	-	-	#DIV/0!
7140 - Credit Card Merchant Fees	12,566	13,122	13,993	14,018	14,018	-	0%
7141 - Credit Card surcharge	-	-	-	125	125	-	0%
7175 - O/S Consultants	2,000	1,091	3,838	4,726	4,726	-	0%
7195 - Other Gen & Adm Expense	180	1,002	1,849	-	-	-	#DIV/0!
Total General & Administrative Expenses	60,080	49,196	57,521	33,092	33,092	-	0%
<b>Building Overhead</b>							
6015 - Janitorial Expense	680	391	333	223	230	7	3%
6020 - Heat	455	270	235	278	287	8	3%
6025 - Electricity	995	597	540	544	561	16	3%
6030 - Water/Sewer	129	98	102	81	84	2	3%
6035 - Outside Maintenance	205	173	216	183	188	5	3%
6040 - Building Repairs	199	304	223	234	241	7	3%
6045 - Bldg Mtnce Contracts	872	467	512	380	392	11	3%

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**CLE**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
6050 · Bldg Mtnce Supplies	91	69	-	-	-	-	#DIV/0!
6055 · Real Property Taxes	11,162	9,052	9,283	10,282	10,590	308	3%
6060 · Personal Property Taxes	147	132	125	119	123	4	3%
6065 · Bldg Insurance/Fees	369	226	239	261	269	8	3%
6070 · Building & Improvements Depr	1,157	710	706	872	872	-	0%
6075 · Furniture & Fixtures Depr	348	178	115	41	41	-	0%
7065 · Computers, Equip & Sftwre Depr	3,900	2,282	1,813	1,285	1,285	-	0%
Total Building Overhead Expenses	20,709	14,948	14,441	14,785	15,162	378	3%
Total Expenses	585,023	472,253	478,981	280,365	462,514	268,781	57%
Net Profit (Loss)	\$ (19,942)	\$ 89,053	\$ (87,943)	\$ 3,732	\$ (55,197)	\$ (145,561)	-3900%

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**10 - Summer Convention**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4051 - Meeting - Registration	234,820	199,695	181,985	-	117,410	117,410	#DIV/0!
4052 - Meeting - Sponsor Revenue	20,550.00	25,500.00	19,500	-	10,275	10,275	#DIV/0!
4053 - Meeting - Vendor Revenue	13,100	9,800	11,800	-	6,550	6,550	#DIV/0!
4055 - Meeting - Sp Ev Registration	14,810	15,470	5,300	-	7,405	7,405	#DIV/0!
<b>Total Revenue</b>	<b>283,280</b>	<b>250,465</b>	<b>218,585</b>	<b>-</b>	<b>141,640</b>	<b>141,640</b>	<b>#DIV/0!</b>
<b>Expenses</b>							
<b>Program Services</b>							
5001 - Meeting Facility-external only	6,134	7,406	5,000	-	3,067	3,067	#DIV/0!
5002 - Meeting facility-internal only	870	855	475	-	435	435	#DIV/0!
5030 - Speaker Fees & Expenses	7,465	1,895	505	-	3,732	3,732	#DIV/0!
5031 - Speaker Reimb. - Receipt Req'd	741	368	217	-	370	370	#DIV/0!
5063 - Special Event Expense	56,773	59,750	32,769	15	23,386	23,371	154674%
5064 - MCLE Fees Paid	5,347	3,866	6,458	-	2,673	2,673	#DIV/0!
5070 - Equipment Rental	9,149	14,120	33,148	-	4,574	4,574	#DIV/0!
5075 - Food & Bev-external costs only	109,154	96,975	131,941	-	48,093	48,093	#DIV/0!
5076 - Food & beverage - internal only	2,133	2,164	927	-	1,067	1,067	#DIV/0!
5085 - Misc. Program Expense	227	11	5,050	-	113	113	#DIV/0!
5702 - Travel - Lodging	18,191	11,933	5,520	-	9,096	9,096	#DIV/0!
5703 - Travel - Transportation/Parking	723	-	2,866	-	362	362	#DIV/0!
5704 - Travel - Mileage Reimbursement	2,838	5,111	1,243	-	1,419	1,419	#DIV/0!
5705 - Travel - Per Diems	840	651	284	-	-	-	#DIV/0!
5960 - Overhead Allocation - Seminars	20,000	20,000	20,000	-	20,000	20,000	#DIV/0!
<b>Total Program Services Expenses</b>	<b>240,660</b>	<b>225,105</b>	<b>246,401</b>	<b>15</b>	<b>118,388</b>	<b>118,373</b>	<b>53%</b>
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	20,964	19,252	18,503	7,209	10,482	3,273	45%
5605 - Payroll Taxes	1,560	1,442	1,406	543	780	237	44%
5650 - Retirement Plan Contributions	1,784	1,645	1,442	721	892	171	24%
<b>Total Salaries/Benefit Expenses</b>	<b>24,308</b>	<b>22,341</b>	<b>21,359</b>	<b>8,472</b>	<b>12,154</b>	<b>3,682</b>	<b>43%</b>
<b>General &amp; Administrative</b>							
7025 - Office Supplies	662	620	673	-	331	331	#DIV/0!
7035 - Postage/Mailing, net	7	-	2,563	-	3	3	#DIV/0!
7040 - Copy/Printing Expense	6,881	12,129	2,425	200	3,440	3,240	1620%
7089 - Membership Database Fees	4,000	4,000	4,000	-	4,310	4,310	#DIV/0!
7100 - Telephone	324	96	43	-	162	162	#DIV/0!
7110 - Publications/Subscriptions	-	21	-	-	-	-	#DIV/0!
7120 - Membership/Dues	106	36	-	1	1	-	0%
7140 - Credit Card Merchant Fees	5,700	5,733	4,975	-	2,850	2,850	#DIV/0!
<b>Total General &amp; Administrative Expenses</b>	<b>17,679</b>	<b>22,834</b>	<b>14,679</b>	<b>201</b>	<b>11,098</b>	<b>10,897</b>	<b>5421%</b>
<b>Total Expenses</b>	<b>284,030</b>	<b>270,280</b>	<b>282,439</b>	<b>8,688</b>	<b>141,640</b>	<b>147,530</b>	<b>55%</b>
<b>Net Profit (Loss)</b>	<b>\$ (750)</b>	<b>\$ (19,815)</b>	<b>\$ (63,854)</b>	<b>\$ (8,688)</b>	<b>\$ 0</b>	<b>\$ (5,890)</b>	<b>68%</b>



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**11 - Fall Forum**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4051 - Meeting - Registration	73,178	72,360	76,499	55,368	68,999	13,632	25%
4053 - Meeting - Vendor Revenue	10,150	6,400	4,950	1,000	4,950	3,950	395%
4055 - Meeting - Sp Ev Registration	-	-	1,775	-	1,775	1,775	#DIV/0!
<b>Total Revenue</b>	<b>83,328</b>	<b>78,760</b>	<b>83,224</b>	<b>56,368</b>	<b>75,724</b>	<b>19,357</b>	<b>34%</b>
<b>Expenses</b>							
<b>Program Services</b>							
5001 - Meeting Facility-external only	3,825	525	-	-	-	-	#DIV/0!
5002 - Meeting facility-internal only	190	-	235	-	235	235	#DIV/0!
5030 - Speaker Fees & Expenses	5,460	1,605	-	-	-	-	#DIV/0!
5031 - Speaker Reimb. - Receipt Req'd	387	866	-	-	-	-	#DIV/0!
5035 - Awards	-	-	-	-	-	-	#DIV/0!
5064 - MCLE Fees Paid	3,728	2,920	2,892	3,732	2,892	(840)	-23%
5070 - Equipment Rental	6,804	7,501	7,709	-	7,709	7,709	#DIV/0!
5075 - Food & Bev-external costs only	31,850	34,757	38,207	-	38,335	38,335	#DIV/0!
5076 - Food & beverage - internal only	304	-	85	-	85	85	#DIV/0!
5702 - Travel - Lodging	561	1,408	208	-	208	208	#DIV/0!
5960 - Overhead Allocation - Seminars	15,000	15,000	15,000	15,000	15,000	-	0%
<b>Total Program Services Expenses</b>	<b>68,108</b>	<b>64,583</b>	<b>64,336</b>	<b>18,732</b>	<b>64,464</b>	<b>45,732</b>	<b>71%</b>
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	9,247	7,291	3,541	1,539	3,541	2,002	130%
5605 - Payroll Taxes	717	549	265	132	265	133	101%
5650 - Retirement Plan Contributions	672	420	354	154	354	200	130%
<b>Total Salaries/Benefit Expenses</b>	<b>10,636</b>	<b>8,263</b>	<b>4,160</b>	<b>1,825</b>	<b>4,160</b>	<b>2,335</b>	<b>128%</b>
<b>General &amp; Administrative</b>							
7025 - Office Supplies	-	282	121	-	121	121	#DIV/0!
7040 - Copy/Printing Expense	5,006	4,460	4,763	200	4,763	4,563	2281%
7045 - Internet Service	-	225	75	-	75	75	#DIV/0!
7050 - Computer Maintenance	-	50	-	-	-	-	#DIV/0!
7055 - Computer Supplies & Small Equip	-	273	-	-	-	-	#DIV/0!
7089 - Membership Database Fees	4,000	4,050	-	4,310	-	(4,310)	-100%
7095 - Fax Equip & Supplies	-	-	-	-	-	-	#DIV/0!
7100 - Telephone	198	18	-	-	-	-	#DIV/0!
7120 - Membership/Dues	-	36	-	-	-	-	#DIV/0!
7138 - Bad debt expense	-	-	-	-	-	-	#DIV/0!
7140 - Credit Card Merchant Fees	1,657	1,978	2,141	1,635	2,141	506	31%
<b>Total General &amp; Administrative Expenses</b>	<b>10,862</b>	<b>11,371</b>	<b>7,100</b>	<b>6,145</b>	<b>7,100</b>	<b>955</b>	<b>16%</b>
<b>Total Expenses</b>	<b>90,989</b>	<b>84,217</b>	<b>75,596</b>	<b>26,701</b>	<b>75,724</b>	<b>52,314</b>	<b>62%</b>
<b>Net Profit (Loss)</b>	<b>\$ (7,662)</b>	<b>\$ (5,457)</b>	<b>\$ 7,628</b>	<b>\$ 29,666</b>	<b>\$ 0</b>	<b>\$ (32,957)</b>	<b>-111%</b>



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**12 - Spring Convention**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4051 - Meeting - Registration	96,030	127,895	(1,655)	56,617	97,895	41,278	73%
4052 - Meeting - Sponsor Revenue	15,850	13,500	(1,000)	-	13,500	13,500	#DIV/0!
4053 - Meeting - Vendor Revenue	9,600	10,950	-	-	10,950	10,950	#DIV/0!
4055 - Meeting - Sp Ev Registration	2,046	1,907	495	-	1,907	1,907	#DIV/0!
<b>Total Revenue</b>	<b>123,526</b>	<b>154,252</b>	<b>(2,160)</b>	<b>56,617</b>	<b>124,252</b>	<b>67,635</b>	<b>119%</b>
<b>Expenses</b>							
<b>Program Services</b>							
5001 - Meeting Facility-external only	7,842	8,005	-	-	8,005	8,005	#DIV/0!
5002 - Meeting facility-internal only	380	350	285	-	350	350	#DIV/0!
5031 - Speaker Reimb. - Receipt Req'd	1,988	2,536	-	-	2,536	2,536	#DIV/0!
5035 - Awards	144	-	-	-	-	-	#DIV/0!
5060 - Program Special Activities	-	-	-	-	-	-	#DIV/0!
5063 - Special Event Expense	3,629	2,428	383	-	2,428	2,428	#DIV/0!
5064 - MCLE Fees Paid	5,865	5,441	-	8,366	5,441	(2,924)	-35%
5070 - Equipment Rental	4,804	3,510	-	-	3,510	3,510	#DIV/0!
5075 - Food & Bev-external costs only	31,727	34,773	15,763	-	46,870	46,870	#DIV/0!
5076 - Food & beverage - internal only	988	940	849	-	940	940	#DIV/0!
5085 - Misc. Program Expense	-	25	-	-	25	25	#DIV/0!
5702 - Travel - Lodging	3,303	6,398	2,333	-	6,398	6,398	#DIV/0!
5703 - Travel - Transportation/Parking	858	-	337	-	-	-	#DIV/0!
5704 - Travel - Mileage Reimbursement	2,953	2,868	345	-	2,868	2,868	#DIV/0!
5705 - Travel - Per Diems	413	620	289	-	620	620	#DIV/0!
5707 - Travel - Commission Mtgs	-	-	644	-	-	-	#DIV/0!
5960 - Overhead Allocation - Seminars	15,000	15,000	-	15,000	15,000	-	0%
<b>Total Program Services Expenses</b>	<b>79,894</b>	<b>82,892</b>	<b>21,228</b>	<b>23,366</b>	<b>94,989</b>	<b>71,623</b>	<b>86%</b>
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	12,537	13,947	9,410	6,187	13,947	7,760	125%
5605 - Payroll Taxes	986	1,086	751	486	1,086	600	124%
5650 - Retirement Plan Contributions	871	1,211	941	619	1,211	592	96%
<b>Total Salaries/Benefit Expenses</b>	<b>14,402</b>	<b>16,256</b>	<b>11,102</b>	<b>7,294</b>	<b>16,256</b>	<b>8,962</b>	<b>123%</b>
<b>General &amp; Administrative</b>							
7025 - Office Supplies	163	-	1,071	-	-	-	#DIV/0!
7040 - Copy/Printing Expense	5,585	5,349	4,299	550	5,349	4,799	873%
7045 - Internet Service	-	225	75	-	225	225	#DIV/0!
7089 - Membership Database Fees	4,000	4,000	-	-	4,000	4,000	#DIV/0!
7100 - Telephone	234	-	-	-	-	-	#DIV/0!
7120 - Membership/Dues	-	36	-	-	36	36	#DIV/0!
7140 - Credit Card Merchant Fees	2,256	3,398	6,217	1,682	3,398	1,716	102%
7195 - Other Gen & Adm Expense	-	-	639	-	-	-	#DIV/0!
<b>Total General &amp; Administrative Expenses</b>	<b>12,241</b>	<b>13,007</b>	<b>12,302</b>	<b>2,232</b>	<b>13,007</b>	<b>10,776</b>	<b>483%</b>
<b>6050 - Bldg Mtncs Supplies</b>	<b>8</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>6055 - Real Property Taxes</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>6060 - Personal Property Taxes</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>6065 - Bldg Insurance/Fees</b>	<b>56</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Expenses</b>	<b>107,920</b>	<b>112,155</b>	<b>44,632</b>	<b>32,891</b>	<b>124,252</b>	<b>111,099</b>	<b>99%</b>
<b>Net Profit (Loss)</b>	<b>\$ 15,606</b>	<b>\$ 42,097</b>	<b>\$ (46,792)</b>	<b>\$ 23,726</b>	<b>\$ (0)</b>	<b>\$ (43,464)</b>	<b>-183%</b>

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**13 - Bar Journal**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4061 · Advertising Revenue	148,172	185,840	169,488	195,858	195,858	-	0%
4062 · Subscriptions	60	90	90	30	30	-	0%
4071 · Mem Benefits - Lexis	696	1,473	1,264	300	300	-	0%
4072 · Royalty Inc - Bar J, MBNA, LM,M	6,073	6,185	5,590	5,830	5,830	-	0%
Total Revenue	155,076	193,588	176,432	202,017	202,017	-	0%
<b>Expenses</b>							
<b>Program Services</b>							
5002 · Meeting facility-internal only	1,140	1,045	855	-	-	-	#DIV/0!
5075 · Food & Bev-external costs only	21	213	-	-	-	-	#DIV/0!
5076 · Food & beverage - internal only	3,209	3,079	2,112	-	-	-	#DIV/0!
5085 · Misc. Program Expense	-	-	-	-	-	-	#DIV/0!
5090 · Commission Expense	28,655	32,683	31,536	37,076	37,076	-	0%
Total Program Services Expenses	33,025	37,021	34,504	37,076	37,076	-	0%
<b>Salaries &amp; Benefits</b>							
5510 · Salaries/Wages	27,339	27,717	31,014	30,545	31,461	916	3%
5605 · Payroll Taxes	1,761	1,904	2,087	2,146	2,210	64	3%
5610 · Health Insurance	2,760	2,476	2,847	2,944	3,091	147	5%
5630 · Dental Insurance	214	217	257	439	460	22	5%
5640 · Life & LTD Insurance	195	194	229	400	412	12	3%
5650 · Retirement Plan Contributions	2,734	3,025	3,233	3,294	3,392	99	3%
5655 · Retirement Plan Fees & Costs	355	331	381	414	455	41	10%
5660 · Training/Development	175	23	23	-	-	-	#DIV/0!
Total Salaries/Benefit Expenses	35,535	35,889	40,072	40,180	41,482	1,302	3%
<b>General &amp; Administrative</b>							
7035 · Postage/Mailing, net	30,149	32,187	32,397	32,855	32,855	-	0%
7040 · Copy/Printing Expense	76,117	74,479	81,107	75,343	75,343	-	0%
7045 · Internet Service	72	421	300	300	300	-	0%
7055 · Computer Supplies & Small Equip	-	-	-	55	55	-	0%
7100 · Telephone	557	632	632	723	723	-	0%
7110 · Publications/Subscriptions	-	-	-	129	129	-	0%
7140 · Credit Card Merchant Fees	898	1,179	1,444	1,668	1,668	-	0%
7175 · O/S Consultants	-	280	1,202	1,090	1,090	-	0%
Total General & Administrative Expenses	107,793	109,178	117,081	112,163	112,163	-	0%
<b>Building Overhead</b>							
6015 · Janitorial Expense	141	177	147	92	95	3	3%
6020 · Heat	105	122	102	115	118	3	3%
6025 · Electricity	206	270	237	225	231	7	3%
6030 · Water/Sewer	24	44	45	34	35	1	3%
6035 · Outside Maintenance	68	78	93	75	78	2	3%
6040 · Building Repairs	50	138	97	97	99	3	3%
6045 · Bldg Mtncn Contracts	182	211	222	157	162	5	3%
6050 · Bldg Mtncn Supplies	28	31	-	-	-	-	#DIV/0!
6065 · Bldg Insurance/Fees	77	102	104	108	111	3	3%
6070 · Building & Improvements Depre	243	322	308	360	360	-	0%
6075 · Furniture & Fixtures Depre	73	81	50	17	17	-	0%
7065 · Computers, Equip & Sftwre Depr	833	1,033	790	530	530	-	0%
Total Building Overhead Expenses	2,031	2,610	2,196	1,810	1,837	27	1%
<b>Total Expenses</b>	178,384	184,698	193,853	191,228	192,557	2,658	1%
<b>Net Profit (Loss)</b>	\$ (23,308)	\$ 8,890	\$ (17,421)	\$ 10,789	\$ 9,460	\$ (2,658)	-25%

Bar Journal is included in the Member Services department shown on pages 4-6 and 9.

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**14 - Committees**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4093 - Law Day Revenue	3,570	2,700	-	-	2,700	2,700	#DIV/0!
4095 - Miscellaneous Income	40	10	60	20	20	-	0%
4200 - Seminar Profit/Loss	-	-	154	(1,308)	-	1,308	-100%
<b>Total Revenue</b>	<b>3,610</b>	<b>2,710</b>	<b>214</b>	<b>(1,288)</b>	<b>2,720</b>	<b>4,008</b>	<b>-311%</b>
<b>Expenses</b>							
<b>Program Services</b>							
5002 - Meeting facility-internal only	3,205	3,870	1,925	445	194	(252)	-57%
5035 - Awards	-	64	-	-	-	-	#DIV/0!
5061 - LRE - Bar Support	65,000	65,000	65,000	60,000	60,000	-	0%
5062 - Law Day	11,439	7,152	2,500	-	7,152	7,152	#DIV/0!
5075 - Food & Bev-external costs only	-	126	101	-	126	126	#DIV/0!
5076 - Food & beverage - internal only	4,666	5,818	2,898	32	5,818	5,785	17934%
5085 - Misc. Program Expense	6	6	-	-	5,000	5,000	#DIV/0!
5096 - UDR Support	-	-	-	-	-	-	#DIV/0!
5703 - Travel - Transportation/Parking	523	334	-	-	167	167	#DIV/0!
5815 - Commission/Education	-	1,050	-	-	1,050	1,050	#DIV/0!
5866 - Wellbeing Committee	-	18,333	50,978	53,914	70,000	16,086	30%
<b>Total Program Services Expenses</b>	<b>84,840</b>	<b>101,753</b>	<b>123,402</b>	<b>114,392</b>	<b>149,506</b>	<b>35,115</b>	<b>35%</b>
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	23,209	23,785	22,686	22,557	23,233	677	3%
5605 - Payroll Taxes	1,461	1,361	1,298	1,288	1,327	39	3%
5610 - Health Insurance	2,760	2,476	2,847	2,944	3,091	147	5%
5630 - Dental Insurance	214	217	186	-	-	-	#DIV/0!
5640 - Life & LTD Insurance	195	194	163	-	-	-	#DIV/0!
5645 - Workman's Comp Insurance	-	-	-	-	-	-	#DIV/0!
5650 - Retirement Plan Contributions	2,247	2,154	2,016	1,983	2,043	60	3%
5655 - Retirement Plan Fees & Costs	355	331	232	-	-	-	#DIV/0!
5660 - Training/Development	75	23	23	-	-	-	#DIV/0!
<b>Total Salaries/Benefit Expenses</b>	<b>30,519</b>	<b>30,547</b>	<b>29,452</b>	<b>28,772</b>	<b>29,694</b>	<b>922</b>	<b>3%</b>
<b>General &amp; Administrative</b>							
7025 - Office Supplies	38	18	8	16	16	-	0%
7035 - Postage/Mailing, net	167	408	116	53	53	-	0%
7040 - Copy/Printing Expense	1,671	1,855	444	189	189	-	0%
7045 - Internet Service	-	450	600	600	600	-	0%
7100 - Telephone	577	645	829	756	756	-	0%
7110 - Publications/Subscriptions	42	-	81	-	-	-	#DIV/0!
7175 - O/S Consultants	-	-	718	1,090	1,144	54	5%
7195 - Other Gen & Adm Expense	-	-	-	125	128	3	2%
<b>Total General &amp; Administrative Expenses</b>	<b>2,494</b>	<b>3,376</b>	<b>2,796</b>	<b>2,830</b>	<b>2,887</b>	<b>57</b>	<b>2%</b>
<b>Building Overhead</b>							
6015 - Janitorial Expense	141	177	147	92	95	3	3%
6020 - Heat	105	122	102	115	118	3	3%
6025 - Electricity	206	270	237	225	231	7	3%
6030 - Water/Sewer	24	44	45	34	35	1	3%
6035 - Outside Maintenance	68	78	93	75	78	2	3%
6040 - Building Repairs	50	138	97	97	99	3	3%
6045 - Bldg Mtncn Contracts	182	211	222	157	162	5	3%
6050 - Bldg Mtncn Supplies	28	31	-	-	-	-	#DIV/0!
6065 - Bldg Insurance/Fees	77	102	104	108	111	3	3%
6070 - Building & Improvements Depre	243	322	308	360	360	-	0%
6075 - Furniture & Fixtures Depre	73	81	50	17	17	-	0%
7065 - Computers, Equip & Sftwre Depr	833	1,033	790	530	530	-	0%
<b>Total Building Overhead Expenses</b>	<b>2,031</b>	<b>2,610</b>	<b>2,196</b>	<b>1,810</b>	<b>1,837</b>	<b>27</b>	<b>1%</b>
<b>Total Expenses</b>	<b>119,884</b>	<b>138,285</b>	<b>157,847</b>	<b>147,804</b>	<b>183,924</b>	<b>37,127</b>	<b>27%</b>
<b>Net Profit (Loss)</b>	<b>\$ (116,274)</b>	<b>\$ (135,575)</b>	<b>\$ (157,633)</b>	<b>\$ (149,092)</b>	<b>\$ (181,204)</b>	<b>\$ (33,118)</b>	<b>22%</b>

Committees is included in the Public Services department shown on pages 4-6 and 8.



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**15 - Member Benefits**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4071 - Mem Benefits - Lexis	-	-	-	900	900	-	0%
4072 - Royalty Inc - Bar J, MBNA, LM,M	151	616	1,259	2,345	2,345	-	0%
4095 - Miscellaneous Income	-	5,000	-	10	10	-	0%
<b>Total Revenue</b>	<b>151</b>	<b>5,616</b>	<b>1,259</b>	<b>3,255</b>	<b>3,255</b>	<b>-</b>	<b>0%</b>
<b>Expenses</b>							
<b>Program Services</b>							
5047 - Casemaker	71,313	72,584	49,645	53,992	50,000	(3,992)	-7%
5099 - Blomquist Hale	73,946	73,832	73,703	77,738	91,041	13,303	17%
<b>Total Program Services Expenses</b>	<b>145,259</b>	<b>146,416</b>	<b>123,348</b>	<b>131,729</b>	<b>141,041</b>	<b>9,311</b>	<b>6%</b>
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	544	293	-	204	210	6	3%
5605 - Payroll Taxes	40	18	-	15	15	0	3%
5650 - Retirement Plan Contributions	54	29	-	20	22	2	10%
<b>Total Salaries/Benefit Expenses</b>	<b>638</b>	<b>340</b>	<b>-</b>	<b>240</b>	<b>248</b>	<b>9</b>	<b>4%</b>
<b>Total Expenses</b>	<b>149,481</b>	<b>146,756</b>	<b>123,348</b>	<b>131,987</b>	<b>141,307</b>	<b>9,329</b>	<b>6%</b>
<b>Net Profit (Loss)</b>	<b>\$ (149,330)</b>	<b>\$ (141,140)</b>	<b>\$ (122,088)</b>	<b>\$ (128,732)</b>	<b>\$ (138,052)</b>	<b>\$ (9,329)</b>	<b>7%</b>

Member Benefits is included in the Member Services department shown on pages 4-6 and 9.



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**16 - Section Support**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4010 - Section/Local Bar Support fees	81,844	81,809	83,236	82,904	82,904	-	0%
Total Revenue	81,844	81,809	83,236	82,904	82,904	-	0%
<b>Expenses</b>							
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	49,251	50,386	41,004	32,178	33,144	965	3%
5605 - Payroll Taxes	3,991	4,079	3,266	2,678	2,759	80	3%
5610 - Health Insurance	4,193	9,176	10,325	2,625	2,756	131	5%
5630 - Dental Insurance	429	398	435	101	106	5	5%
5640 - Life & LTD Insurance	317	268	297	75	77	2	3%
5650 - Retirement Plan Contributions	3,844	1,189	3,486	3,097	3,190	93	3%
5655 - Retirement Plan Fees & Costs	526	174	614	133	146	13	10%
5660 - Training/Development	250	45	45	-	-	-	#DIV/0!
Total Salaries/Benefit Expenses	62,857	65,758	59,473	40,888	42,179	1,290	3%
<b>General &amp; Administrative</b>							
7040 - Copy/Printing Expense	21	375	-	-	187	187	#DIV/0!
7045 - Internet Service	2,907	3,147	-	-	1,574	1,574	#DIV/0!
7050 - Computer Maintenance	941	945	989	989	1,038	49	5%
7100 - Telephone	1,115	1,263	1,264	1,445	1,445	-	0%
7175 - O/S Consultants	-	280	1,919	422	443	21	5%
Total General & Administrative Expenses	5,102	6,011	4,172	2,856	4,688	1,831	64%
<b>Building Overhead</b>							
6015 - Janitorial Expense	209	229	195	131	135	4	3%
6020 - Heat	152	158	138	163	168	5	3%
6025 - Electricity	306	350	317	319	329	10	3%
6030 - Water/Sewer	37	58	60	48	49	1	3%
6035 - Outside Maintenance	92	101	127	107	110	3	3%
6040 - Building Repairs	71	178	131	137	141	4	3%
6045 - Bldg Mtncn Contracts	269	274	300	223	230	7	3%
6050 - Bldg Mtncn Supplies	39	40	-	-	-	-	#DIV/0!
6055 - Real Property Taxes	11,162	9,052	9,283	10,282	10,590	308	3%
6060 - Personal Property Taxes	147	132	125	119	123	4	3%
6065 - Bldg Insurance/Fees	114	133	140	153	158	5	3%
6070 - Building & Improvements Depr	359	416	414	511	511	-	0%
6075 - Furniture & Fixtures Depr	108	105	68	24	24	-	0%
7065 - Computers, Equip & Sftwre Depr	1,226	1,338	1,063	754	754	-	0%
Total Building Overhead Expenses	14,292	12,564	12,360	12,971	13,322	350	3%
<b>Total Expenses</b>	83,172	84,339	76,004	56,716	60,188	6,945	8%
<b>Net Profit (Loss)</b>	<b>\$ (1,328)</b>	<b>\$ (2,530)</b>	<b>\$ 7,232</b>	<b>\$ 26,188</b>	<b>\$ 22,716</b>	<b>\$ (6,945)</b>	<b>-27%</b>

Section Support is included in the Member Services department shown on pages 4-6 and 9.

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**17 - Consumer Assistance**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
<b>Expenses</b>							
Salaries & Benefits							
5510 - Salaries/Wages	93,608	93,223	98,372	95,952	98,830	2,879	3%
5605 - Payroll Taxes	6,180	6,396	6,763	6,979	7,188	209	3%
5610 - Health Insurance	10,396	11,184	11,304	9,834	10,326	492	5%
5630 - Dental Insurance	429	433	443	439	460	22	5%
5640 - Life & LTD Insurance	603	600	604	612	631	18	3%
5650 - Retirement Plan Contributions	9,008	9,221	9,597	9,405	9,688	282	3%
5655 - Retirement Plan Fees & Costs	710	663	614	414	455	41	10%
5660 - Training/Development	670	45	280	-	-	-	#DIV/0!
<b>Total Salaries/Benefit Expenses</b>	<b>121,603</b>	<b>121,764</b>	<b>127,976</b>	<b>123,634</b>	<b>127,578</b>	<b>3,943</b>	<b>3%</b>
General & Administrative							
7025 - Office Supplies	228	253	498	183	183	-	0%
7035 - Postage/Mailing, net	358	283	288	237	237	-	0%
7040 - Copy/Printing Expense	31	21	11	1	1	-	0%
7100 - Telephone	3,049	3,626	2,716	2,852	2,852	-	0%
7120 - Membership/Dues	555	595	615	630	630	-	0%
7175 - O/S Consultants	-	280	1,919	2,180	2,289	109	5%
<b>Total General &amp; Administrative Expenses</b>	<b>4,220</b>	<b>5,086</b>	<b>6,047</b>	<b>6,082</b>	<b>6,191</b>	<b>109</b>	<b>2%</b>
Building Overhead							
6015 - Janitorial Expense	344	205	174	117	120	4	3%
6020 - Heat	231	141	123	146	150	4	3%
6025 - Electricity	503	313	283	285	294	9	3%
6030 - Water/Sewer	65	51	53	43	44	1	3%
6035 - Outside Maintenance	105	91	113	96	99	3	3%
6040 - Building Repairs	101	159	117	123	126	4	3%
6045 - Bldg Mtncn Contracts	441	244	268	199	205	6	3%
6050 - Bldg Mtncn Supplies	47	36	-	-	-	-	#DIV/0!
6055 - Real Property Taxes	-	-	-	-	-	-	#DIV/0!
6060 - Personal Property Taxes	-	-	-	-	-	-	#DIV/0!
6065 - Bldg Insurance/Fees	187	118	125	137	141	4	3%
6070 - Building & Improvements Depre	585	372	370	457	457	-	0%
6075 - Furniture & Fixtures Depre	176	93	60	22	22	-	0%
7065 - Computers, Equip & Sftwre Depre	1,974	1,195	949	673	673	-	0%
<b>Total Building Overhead Expenses</b>	<b>4,759</b>	<b>3,018</b>	<b>2,635</b>	<b>2,295</b>	<b>2,330</b>	<b>34</b>	<b>1%</b>
<b>Total Expenses</b>	<b>130,618</b>	<b>129,886</b>	<b>136,659</b>	<b>132,012</b>	<b>136,099</b>	<b>8,174</b>	<b>6%</b>
<b>Net Profit (Loss)</b>	<b>\$ (130,618)</b>	<b>\$ (129,886)</b>	<b>\$ (136,659)</b>	<b>\$ (132,012)</b>	<b>\$ (136,099)</b>	<b>\$ (8,174)</b>	<b>6%</b>

Consumer Assistance is included in the Public Services department shown on pages 4-6 and 8.

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**18 - Access to Justice**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4063 - Modest Means revenue	11,200	10,725	10,525	12,375	13,000	625	5%
4120 - Grant Income	-	55,219	41,739	38,736	21,178	(17,558)	-45%
4200 - Seminar Profit/Loss	(487)	-	850	-	-	-	#DIV/0!
<b>Total Revenue</b>	<b>10,713</b>	<b>65,944</b>	<b>53,114</b>	<b>51,111</b>	<b>34,178</b>	<b>(16,933)</b>	<b>-33%</b>
<b>Expenses</b>							
<b>Program Services</b>							
5002 - Meeting facility-internal only	2,470	2,938	760	-	1,469	1,469	#DIV/0!
5031 - Speaker Reimb. - Receipt Req'd	-	-	367	-	-	-	#DIV/0!
5035 - Awards	-	48	-	-	-	-	#DIV/0!
5037 - Grants/ contributions - general	4,000	1,000	1,000	-	1,000	1,000	#DIV/0!
5060 - Program Special Activities	-	-	-	-	-	-	#DIV/0!
5075 - Food & Bev-external costs only	2,338	2,701	619	-	1,351	1,351	#DIV/0!
5076 - Food & beverage - internal only	5,826	6,895	5,062	-	3,448	3,448	#DIV/0!
5085 - Misc. Program Expense	-	113	-	-	-	-	#DIV/0!
5702 - Travel - Lodging	1,460	1,519	-	-	760	760	#DIV/0!
5703 - Travel - Transportation/Parking	822	785	77	-	393	393	#DIV/0!
5704 - Travel - Mileage Reimbursement	1,366	1,157	-	-	579	579	#DIV/0!
5705 - Travel - Per Diems	162	215	-	-	107	107	#DIV/0!
5706 - Travel - Meals	153	-	-	-	-	-	#DIV/0!
<b>Total Program Services Expenses</b>	<b>18,598</b>	<b>17,371</b>	<b>7,884</b>	<b>-</b>	<b>9,105</b>	<b>9,105</b>	<b>52%</b>
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	86,966	100,595	141,467	144,615	161,753	17,138	12%
5605 - Payroll Taxes	6,997	8,347	12,434	11,692	12,543	851	7%
5610 - Health Insurance	7,388	7,300	13,318	16,888	17,732	844	5%
5620 - Health Ins/Medical Reimb	1,074	1,908	76	895	922	27	3%
5630 - Dental Insurance	787	793	1,235	1,125	1,181	56	5%
5640 - Life & LTD Insurance	678	694	1,321	1,136	1,170	34	3%
5650 - Retirement Plan Contributions	3,609	5,737	2,115	6,415	6,607	192	3%
5655 - Retirement Plan Fees & Costs	353	827	298	680	748	68	10%
5660 - Training/Development	2,450	640	835	-	-	-	#DIV/0!
<b>Total Salaries/Benefit Expenses</b>	<b>110,302</b>	<b>126,842</b>	<b>173,099</b>	<b>183,446</b>	<b>202,657</b>	<b>19,211</b>	<b>10%</b>
<b>General &amp; Administrative</b>							
7025 - Office Supplies	1,058	486	100	5	5	-	0%
7035 - Postage/Mailing, net	178	158	71	68	68	-	0%
7040 - Copy/Printing Expense	3,292	1,153	636	22	22	-	0%
7045 - Internet Service	640	-	592	257	262	5	2%
7050 - Computer Maintenance	8,483	8,491	8,735	8,577	9,006	429	5%
7055 - Computer Supplies & Small Equip	-	242	246	2,011	2,051	40	2%
7089 - Membership Database Fees	683	-	-	-	-	-	#DIV/0!
7100 - Telephone	2,929	2,588	3,125	4,336	4,336	-	0%
7105 - Advertising	75	150	240	86	86	-	0%
7110 - Publications/Subscriptions	-	37	-	97	97	-	0%
7120 - Membership/Dues	405	375	434	435	435	-	0%
7140 - Credit Card Merchant Fees	449	462	452	457	457	-	0%
7150 - E&O/Off & Dir Insurance	14,253	14,327	14,478	14,774	14,774	-	0%
7175 - O/S Consultants	-	561	6,740	43,238	8,986	(34,251)	-79%
7195 - Other Gen & Adm Expense	-	-	467	-	-	-	#DIV/0!
<b>Total General &amp; Administrative Expenses</b>	<b>32,445</b>	<b>29,029</b>	<b>36,315</b>	<b>74,362</b>	<b>40,585</b>	<b>(33,777)</b>	<b>-45%</b>
<b>Building Overhead</b>							
6015 - Janitorial Expense	773	661	563	378	389	11	3%
6020 - Heat	541	456	398	471	485	14	3%
6025 - Electricity	1,132	1,011	914	922	949	28	3%
6030 - Water/Sewer	142	166	172	137	142	4	3%
6035 - Outside Maintenance	291	293	366	309	319	9	3%
6040 - Building Repairs	247	514	378	396	408	12	3%
6045 - Bldg Mtnc Contracts	994	790	866	644	663	19	3%
6050 - Bldg Mtnc Supplies	125	116	-	-	-	-	#DIV/0!
6065 - Bldg Insurance/Fees	422	383	405	443	456	13	3%
6070 - Building & Improvements Depre	1,323	1,202	1,195	1,476	1,476	-	0%
6075 - Furniture & Fixtures Depre	399	302	195	70	70	-	0%
7065 - Computers, Equip & Sftwre Depre	4,493	3,864	3,069	2,176	2,176	-	0%
<b>Total Building Overhead Expenses</b>	<b>10,883</b>	<b>9,758</b>	<b>8,520</b>	<b>7,422</b>	<b>7,533</b>	<b>111</b>	<b>1%</b>
<b>Total Expenses</b>	<b>172,228</b>	<b>183,001</b>	<b>225,819</b>	<b>265,230</b>	<b>259,880</b>	<b>(19,804)</b>	<b>-11%</b>
<b>Net Profit (Loss)</b>	<b>\$ (161,515)</b>	<b>\$ (117,057)</b>	<b>\$ (172,705)</b>	<b>\$ (214,119)</b>	<b>\$ (225,702)</b>	<b>\$ 2,872</b>	<b>-1%</b>

Access to Justice is included in the Public Services department shown on pages 4-6 and 8.



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**19 - Tuesday Night Bar**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
<b>Expenses</b>							
Program Services							
5002 - Meeting facility-internal only	26,999	25,271	19,579	-	12,636	12,636	#DIV/0!
5075 - Food & Bev-external costs only	452	429	361	-	215	215	#DIV/0!
5076 - Food & beverage - internal only	1,156	350	270	800	175	(625)	-78%
5085 - Misc. Program Expense	4,518	4,800	3,066	-	2,400	2,400	#DIV/0!
Total Program Services Expenses	33,125	30,851	23,276	800	15,425	14,625	47%
Salaries & Benefits							
5510 - Salaries/Wages	2,508	2,354	3,076	298	2,425	2,127	714%
5605 - Payroll Taxes	206	199	257	22	205	183	830%
5620 - Health Ins/Medical Reimb	32	54	2	5	5	0	3%
5645 - Workman's Comp Insurance	-	-	-	-	-	-	#DIV/0!
5650 - Retirement Plan Contributions	110	168	23	-	184	184	#DIV/0!
Total Salaries/Benefit Expenses	2,856	2,775	3,357	325	2,819	2,494	769%
General & Administrative							
7025 - Office Supplies	-	5	-	-	-	-	#DIV/0!
7110 - Publications/Subscriptions	714	743	780	912	930	18	2%
7175 - O/S Consultants	-	-	667	-	-	-	#DIV/0!
Total General & Administrative Expenses	714	748	1,448	912	930	18	2%
Total Expenses	36,695	34,373	28,081	2,036	19,174	19,650	57%
<b>Net Profit (Loss)</b>	<b>\$ (36,695)</b>	<b>\$ (34,373)</b>	<b>\$ (28,081)</b>	<b>\$ (2,036)</b>	<b>\$ (19,174)</b>	<b>\$ (19,650)</b>	<b>965%</b>

Tuesday Night Bar is included in the Public Services department shown on pages 4-6 and 8.



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**20 - Legislative**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
<b>Expenses</b>							
Program Services							
5002 · Meeting facility-internal only	1,880	1,360	1,350	-	680	680	#DIV/0!
5055 · Legislative Expense	44,126	47,505	66,719	50,000	60,000	10,000	20%
5070 · Equipment Rental	-	-	269	-	250	250	#DIV/0!
5075 · Food & Bev-external costs only	-	2,116	421	-	1,058	1,058	#DIV/0!
5076 · Food & beverage - internal only	5,162	3,329	3,474	-	1,665	1,665	#DIV/0!
5702 · Travel - Lodging	-	681	-	-	341	341	#DIV/0!
5703 · Travel - Transportation/Parking	-	1,099	-	-	549	549	#DIV/0!
5706 · Travel - Meals	-	270	-	-	135	135	#DIV/0!
5820 · ABA Annual Delegate	-	1,938	-	-	969	969	#DIV/0!
Total Program Services Expenses	51,168	58,298	72,234	50,000	65,646	15,646	27%
Salaries & Benefits							
5510 · Salaries/Wages	1,810	7,317	4,754	1,217	7,536	6,319	519%
5605 · Payroll Taxes	133	582	212	47	599	553	1178%
5620 · Health Ins/Medical Reimb	2	2	-	-	-	-	#DIV/0!
5650 · Retirement Plan Contributions	163	724	462	122	796	675	554%
Total Salaries/Benefit Expenses	2,108	8,624	5,427	1,386	8,932	7,546	544%
General & Administrative							
7100 · Telephone	-	80	86	-	100	100	#DIV/0!
7170 · Lobbying Rebates	7	180	140	227	231	5	2%
Total General & Administrative Expenses	7	260	225	227	331	105	46%
Total Expenses	53,283	67,182	77,886	51,613	74,910	30,947	46%
<b>Net Profit (Loss)</b>	<b>\$ (53,283)</b>	<b>\$ (67,182)</b>	<b>\$ (77,886)</b>	<b>\$ (51,613)</b>	<b>\$ (74,910)</b>	<b>\$ (30,947)</b>	<b>60%</b>

Legislative is included in the Member Services department shown on pages 4-6 and 9.

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**21 - Commission/Sp Projects**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Expenses</b>							
Program Services							
5001 · Meeting Facility-external only	512	1,002	-	-	1,250	1,250	#DIV/0!
5002 · Meeting facility-internal only	4,975	3,595	3,345	780	750	(30)	-4%
5030 · Speaker Fees & Expenses	-	250	-	-	-	-	#DIV/0!
5035 · Awards	1,144	2,068	2,462	3,828	1,000	(2,828)	-74%
5037 · Grants/ contributions - general	1,600	2,170	1,000	-	11,000	11,000	#DIV/0!
5063 · Special Event Expense	697	1,288	764	-	3,000	3,000	#DIV/0!
5070 · Equipment Rental	296	1,139	-	-	-	-	#DIV/0!
5075 · Food & Bev-external costs only	22,819	13,827	9,043	469	5,500	5,031	1073%
5076 · Food & beverage - internal only	9,314	8,675	5,970	381	2,000	1,619	425%
5702 · Lodging	-	-	-	-	1,100	1,100	#DIV/0!
5702 · Travel - Lodging	6,377	2,132	6,928	-	-	-	#DIV/0!
5703 · Travel - Transportation/Parking	1,393	2,565	1,539	-	1,300	1,300	#DIV/0!
5704 · Travel - Mileage Reimbursement	185	2,784	2,132	-	1,400	1,400	#DIV/0!
5705 · Travel - Per Diems	2,297	556	138	-	470	470	#DIV/0!
5707 · Travel - Commission Mtgs	39,223	54,457	14,339	-	38,500	38,500	#DIV/0!
5805 · ABA Annual Meeting	1,567	3,901	4,788	-	2,000	2,000	#DIV/0!
5810 · ABA Mid Year Meeting	8,760	2,872	5,655	-	2,000	2,000	#DIV/0!
5815 · Commission/Education	23,165	22,680	15,100	-	17,000	17,000	#DIV/0!
5820 · ABA Annual Delegate	15,784	8,343	8,363	-	3,600	3,600	#DIV/0!
5830 · Western States Bar Conference	6,076	17,507	4,576	-	7,500	7,500	#DIV/0!
5840 · President's Expense	19,687	20,403	28,197	18,163	20,000	1,837	10%
5841 · President's Reimbursement	5,554	1,594	2,899	-	-	-	#DIV/0!
5845 · Reg Reform Task Force	-	6,012	4,571	-	-	-	#DIV/0!
5850 · Leadership Academy	12,400	12,471	11,645	-	10,000	10,000	#DIV/0!
5855 · Bar Review	2,219	1,729	431	-	6,000	6,000	#DIV/0!
5860 · Commission Mtg Travel	-	-	-	-	-	-	#DIV/0!
5865 · Retreat	34,356	31,293	20,089	-	30,000	30,000	#DIV/0!
5866 · Wellbeing Committee	-	120	-	-	-	-	#DIV/0!
5867 · Bar Membership Survey	-	-	19,000	-	-	-	#DIV/0!
5868 · UCLI Support	-	-	50,000	-	-	-	#DIV/0!
Total Program Services Expenses	220,758	225,432	222,972	23,620	170,370	146,750	65%
Salaries & Benefits							
5510 · Salaries/Wages	1,500	755	680	183	375	192	105%
5605 · Payroll Taxes	114	61	54	15	65	50	333%
5620 · Health Ins/Medical Reimb	5	11	3	4	11	7	184%
5650 · Retirement Plan Contributions	103	45	46	17	49	32	188%
Total Salaries/Benefit Expenses	1,723	872	782	218	500	282	129%
General & Administrative							
7025 · Office Supplies	377	161	-	-	299	299	#DIV/0!
7035 · Postage/Mailing, net	138	381	153	539	500	(39)	-7%
7040 · Copy/Printing Expense	4,092	2,007	4,531	544	5,000	4,456	819%
7045 · Internet Service	1,458	1,073	1,642	-	-	-	#DIV/0!
7055 · Computer Supplies & Small Equip	-	-	-	182	190	8	4%
7100 · Telephone	253	203	713	22	400	378	1741%
7120 · Membership/Dues	-	-	-	135	140	5	4%
7135 · Bank Service Charges	-	-	24	-	-	-	#DIV/0!
7145 · Commission Election Expense	3,256	1,912	2,693	2,717	2,700	(17)	-1%
7150 · E&O/Off & Dir Insurance	5,112	5,292	5,292	5,800	5,700	(100)	-2%
7195 · Other Gen & Adm Expense	1,134	638	1,344	808	700	(108)	-13%
Total General & Administrative Expenses	15,819	11,666	16,392	10,747	15,630	4,883	45%
Total Expenses	238,300	237,970	240,146	34,585	186,500	157,079	66%
<b>Net Profit (Loss)</b>	<b>\$ (238,977)</b>	<b>\$ (238,520)</b>	<b>\$ (240,146)</b>	<b>\$ (34,585)</b>	<b>\$ (186,500)</b>	<b>\$ (157,079)</b>	<b>454%</b>

Commission/Special Projects is included in the Bar Operations department shown on pages 4-6 and 10.

**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**22 - Public Education**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
<b>Expenses</b>							
Program Services							
5062 · Law Day	-	3,600	3,475	-	3,600	3,600	#DIV/0!
5075 · Food & Bev-external costs only	285	24	-	-	24	24	#DIV/0!
5076 · Food & beverage - internal only	-	-	737	-	-	-	#DIV/0!
5702 · Travel - Lodging	-	581	612	-	291	291	#DIV/0!
5703 · Travel - Transportation/Parking	-	416	378	-	208	208	#DIV/0!
5704 · Travel - Mileage Reimbursement	-	1,163	634	-	582	582	#DIV/0!
5705 · Travel - Per Diems	-	165	184	-	83	83	#DIV/0!
<b>Total Program Services Expenses</b>	<b>285</b>	<b>5,950</b>	<b>6,019</b>	<b>-</b>	<b>4,787</b>	<b>4,787</b>	<b>80%</b>
Salaries & Benefits							
5510 · Salaries/Wages	49,457	63,300	65,837	63,895	65,812	1,917	3%
5605 · Payroll Taxes	3,930	4,836	5,084	4,976	5,125	149	3%
5610 · Health Insurance	4,204	6,690	7,792	9,340	9,807	467	5%
5620 · Health Ins/Medical Reimb	600	1,189	600	-	-	-	#DIV/0!
5630 · Dental Insurance	279	433	443	439	460	22	5%
5640 · Life & LTD Insurance	307	450	455	463	486	23	5%
5650 · Retirement Plan Contributions	-	4,528	6,336	6,273	6,462	188	3%
5655 · Retirement Plan Fees & Costs	-	489	614	414	455	41	10%
5660 · Training/Development	250	440	340	-	-	-	#DIV/0!
<b>Total Salaries/Benefit Expenses</b>	<b>59,028</b>	<b>82,355</b>	<b>87,500</b>	<b>85,799</b>	<b>88,607</b>	<b>2,808</b>	<b>3%</b>
General & Administrative							
7025 · Office Supplies	211	-	-	130	130	-	0%
7035 · Postage/Mailing, net	10	1	-	-	-	-	#DIV/0!
7040 · Copy/Printing Expense	2,310	2,059	1,959	188	188	-	0%
7045 · Internet Service	1,188	1,188	792	1,372	1,372	-	0%
7050 · Computer Maintenance	-	3,309	840	-	-	-	#DIV/0!
7055 · Computer Supplies & Small Equip	105	-	364	-	-	-	#DIV/0!
7100 · Telephone	1,115	1,263	1,264	1,445	1,445	-	0%
7105 · Advertising	45,605	53,110	31,166	2,500	50,000	47,500	1900%
7107 · Production Costs	-	-	3,000	-	-	-	#DIV/0!
7110 · Publications/Subscriptions	721	1,116	1,535	1,619	1,619	-	0%
7115 · Public Relations	50,280	-	49,997	-	-	-	#DIV/0!
7120 · Membership/Dues	135	135	135	135	135	-	0%
7175 · O/S Consultants	500	280	1,252	2,180	3,627	1,447	66%
<b>Total General &amp; Administrative Expenses</b>	<b>102,179</b>	<b>63,053</b>	<b>92,303</b>	<b>9,569</b>	<b>58,516</b>	<b>48,947</b>	<b>511%</b>
Building Overhead							
6015 · Janitorial Expense	333	354	293	184	190	6	3%
6020 · Heat	241	244	205	230	237	7	3%
6025 · Electricity	488	541	475	449	463	13	3%
6030 · Water/Sewer	59	89	90	67	69	2	3%
6035 · Outside Maintenance	144	157	186	151	155	5	3%
6040 · Building Repairs	113	275	194	193	199	6	3%
6045 · Bldg Mtncn Contracts	430	423	444	314	323	9	3%
6050 · Bldg Mtncn Supplies	61	62	-	-	-	-	#DIV/0!
6065 · Bldg Insurance/Fees	183	205	209	216	222	6	3%
6070 · Building & Improvements Depre	573	643	616	720	720	-	0%
6075 · Furniture & Fixtures Depre	173	161	101	34	34	-	0%
7065 · Computers, Equip & Sftwre Depr	1,955	2,067	1,580	1,061	1,061	-	0%
<b>Total Building Overhead Expenses</b>	<b>4,754</b>	<b>5,220</b>	<b>4,392</b>	<b>3,619</b>	<b>3,674</b>	<b>54</b>	<b>1%</b>
<b>Total Expenses</b>	<b>166,246</b>	<b>156,577</b>	<b>190,215</b>	<b>98,988</b>	<b>155,584</b>	<b>108,404</b>	<b>69%</b>
<b>Net Profit (Loss)</b>	<b>\$ (166,246)</b>	<b>\$ (156,577)</b>	<b>\$ (190,215)</b>	<b>\$ (98,988)</b>	<b>\$ (155,584)</b>	<b>\$ (108,404)</b>	<b>110%</b>

Public Education is included in the Member Services department shown on pages 4-6 and 9.



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**23 - Young Lawyers Division**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4052 · Meeting - Sponsor Revenue	2,250.00	590.00	-	-	-	-	#DIV/0!
4081 · CLE - Registrations	218	-	-	-	-	-	#DIV/0!
4200 · Seminar Profit/Loss	3,897	8,318	5,859	5,483	5,800	317	6%
<b>Total Revenue</b>	<b>6,365</b>	<b>8,908</b>	<b>6,027</b>	<b>5,483</b>	<b>5,800</b>	<b>317</b>	<b>6%</b>
<b>Expenses</b>							
<b>Program Services</b>							
5001 · Meeting Facility-external only	1,000	2,700	287	15	2,500	2,485	16567%
5002 · Meeting facility-internal only	240	80	160	-	-	-	#DIV/0!
5035 · Awards	1,841	-	973	986	1,000	14	1%
5037 · Grants/ contributions - general	3,100	5,670	1,000	6,796	5,500	(1,296)	-19%
5060 · Program Special Activities	-	-	2,595	-	-	-	#DIV/0!
5062 · Law Day	900	900	-	-	900	900	#DIV/0!
5063 · Special Event Expense	2,979	2,285	3,992	60	3,500	3,440	5733%
5070 · Equipment Rental	-	-	45	-	-	-	#DIV/0!
5075 · Food & Bev-external costs only	18,512	21,541	9,725	9,638	20,000	10,362	108%
5076 · Food & beverage - Internal only	20	330	-	47	276	229	484%
5085 · Misc. Program Expense	1,069	124	497	-	125	125	#DIV/0!
5095 · Wills for Heroes	1,676	450	482	360	1,250	890	247%
5702 · Travel - Lodging	7,046	6,190	1,628	-	6,200	6,200	#DIV/0!
5703 · Travel - Transportation/Parking	1,922	2,826	874	-	2,900	2,900	#DIV/0!
5704 · Travel - Mileage Reimbursement	2,062	341	450	-	350	350	#DIV/0!
5706 · Travel - Meals	675	936	109	-	900	900	#DIV/0!
5805 · ABA Annual Meeting	3,776	5,119	4,161	-	200	200	#DIV/0!
5810 · ABA Mid Year Meeting	4,263	3,033	2,105	100	3,500	3,400	3400%
5815 · Commission/Education	1,168	2,329	145	1,287	2,500	1,213	94%
5820 · ABA Annual Delegate	500	-	1,766	-	500	500	#DIV/0!
5865 · Retreat	3,072	-	-	-	3,300	3,300	#DIV/0!
<b>Total Program Services Expenses</b>	<b>56,196</b>	<b>54,854</b>	<b>30,995</b>	<b>19,290</b>	<b>55,401</b>	<b>36,111</b>	<b>66%</b>
<b>General &amp; Administrative</b>							
7025 · Office Supplies	31	378	-	-	200	200	#DIV/0!
7035 · Postage/Mailing, net	-	0	-	1	1	-	0%
7040 · Copy/Printing Expense	1,967	7	1,908	-	300	300	#DIV/0!
7045 · Internet Service	-	-	-	323	323	-	0%
7105 · Advertising	400	565	-	-	-	-	#DIV/0!
7110 · Publications/Subscriptions	198	881	1,165	193	1,000	807	417%
7120 · Membership/Dues	146	-	150	275	275	-	0%
7195 · Other Gen & Adm Expense	220	2,826	470	4,080	2,500	(1,580)	-39%
<b>Total General &amp; Administrative Expenses</b>	<b>3,574</b>	<b>4,657</b>	<b>3,692</b>	<b>4,873</b>	<b>4,599</b>	<b>(273)</b>	<b>-6%</b>
<b>Total Expenses</b>	<b>60,603</b>	<b>59,567</b>	<b>34,687</b>	<b>24,162</b>	<b>60,000</b>	<b>35,565</b>	<b>60%</b>
<b>Net Profit (Loss)</b>	<b>\$ (54,238)</b>	<b>\$ (50,659)</b>	<b>\$ (28,660)</b>	<b>\$ (18,679)</b>	<b>\$ (54,200)</b>	<b>\$ (35,248)</b>	<b>189%</b>

Young Lawyers is included in the Member Services department shown on pages 4-6 and 9.



**Utah State Bar**  
**Draft FY2022 Budget**  
**Based on Unaudited Actual Results through 6/30/21**  
**24 - Licensed Paralegal Practit**

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022	\$ Change 2021 Projected vs 2022 Budget	% Change 2021 Projected vs 2022 Budget
<b>Revenue</b>							
4004 - Admissions - Laptop Fees	-	-	-	575	587	\$ 587	#DIV/0!
4011 - Admissions LPP	-	950	3,825	2,738	2,738	-	0%
4096 - Late Fees	-	-	-	100	-	(100)	-100%
<b>Total Revenue</b>	-	950	3,825	3,413	3,324	(89)	-3%
<b>Expenses</b>							
<b>Program Services</b>							
5002 - Meeting facility-internal only	-	-	95	960	979	19	2%
5013 - ExamSoft	-	-	-	929	948	19	2%
5014 - Questions	36,700	-	-	35,210	35,210	-	0%
<b>Total Program Services Expenses</b>	37,228	-	95	37,099	37,137	38	#DIV/0!
<b>Salaries &amp; Benefits</b>							
5510 - Salaries/Wages	8,827	20,186	39,108	47,656	49,086	1,430	3%
5605 - Payroll Taxes	740	1,671	2,996	3,759	3,871	113	3%
5610 - Health Insurance	-	-	-	3,999	4,199	200	5%
5620 - Health Ins/Medical Reimb	-	-	-	1	1	0	3%
5630 - Dental Insurance	-	-	-	371	389	19	5%
5640 - Life & LTD Insurance	-	-	-	351	362	11	3%
5650 - Retirement Plan Contributions	35	1,556	1,388	3,352	3,453	101	3%
5655 - Retirement Plan Fees & Costs	-	-	-	281	309	28	10%
<b>Total Salaries/Benefit Expenses</b>	9,601	23,413	43,493	59,770	61,670	1,900	3%
<b>General &amp; Administrative</b>							
7025 - Office Supplies	4	-	257	16	17	0	2%
7040 - Copy/Printing Expense	-	-	257	69	71	1	2%
7050 - Computer Maintenance	-	-	6,878	-	-	-	#DIV/0!
7100 - Telephone	-	-	404	1,156	1,156	-	0%
7105 - Advertising	-	-	-	-	-	-	#DIV/0!
7110 - Publications/Subscriptions	-	-	-	129	132	3	2%
7120 - Membership/Dues	-	-	-	250	255	5	2%
7140 - Credit Card Merchant Fees	-	-	-	18	18	0	2%
7175 - O/S Consultants	-	-	1,468	2,180	2,224	44	2%
<b>Total General &amp; Administrative Expenses</b>	4	-	9,263	3,819	3,872	53	1%
<b>Building Overhead</b>							
6015 - Janitorial Expense	-	-	66	147	152	4	3%
6020 - Heat	-	-	65	184	189	6	3%
6025 - Electricity	-	-	116	360	370	11	3%
6030 - Water/Sewer	-	-	18	54	55	2	3%
6035 - Outside Maintenance	-	-	83	121	124	4	3%
6040 - Building Repairs	-	-	63	155	159	5	3%
6045 - Bldg Mtncn Contracts	-	-	157	251	259	8	3%
6065 - Bldg Insurance/Fees	-	-	66	173	178	5	3%
6070 - Building & Improvements Depr	-	-	193	576	576	-	0%
6075 - Furniture & Fixtures Depr	-	-	31	27	27	-	0%
7065 - Computers, Equip & Sftwre Depr	-	-	506	849	849	-	0%
<b>Total Building Overhead Expenses</b>	-	-	1,364	2,896	2,939	43	1%
<b>Total Expenses</b>	46,837	23,413	54,215	103,584	105,618	4,031	17%
<b>Net Profit (Loss)</b>	\$ (46,837)	\$ (22,463)	\$ (50,390)	\$ (100,171)	\$ (102,294)	\$ (4,120)	4%

# TAB 7

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

**July 28, 2021**

**SUMMER CONVENTION  
MEETING**

- In Attendance:** President Heather Farnsworth and President-elect Heather Thuet.  
Commissioners: Traci Gunderson, Greg Hoole (incoming), Chrystal Mancuso-Smith, Marty Moore, Mark Morris, Andrew Morse, Shawn Newell, Michelle Quist, Katie Woods, and Tyler Young (incoming).
- Ex-Officio Members:** Erik Christiansen, Kim Cordova, Grace Pusavat, Herm Olsen, Tonya Wright, and Dean Elizabeth Kronk-Warner.
- Not in Attendance:** Commissioners: John Bradley, Rick Hoffman, Mark Pugsley, Tom Seiler.  
Ex-Officio Members: Raj Dhaliwal, Amy Fowler, Camila Moreno, Margaret Plane, Rob Rice, Dean Gordon Smith.
- Also in Attendance:** Executive Director Elizabeth A. Wright, Assistant Executive Director Richard Dibblee, General Counsel Nancy J. Sylvester, and Supreme Court Liaison Nick Stiles.

**Minutes:**

**1. Executive Session.** The voting members met in executive session at 1:00 p.m. The regular meeting began at 1:30 p.m.

**2. President's Report: Heather Farnsworth**

- 2.1 Welcome and Review Schedule:** Ms. Farnsworth welcomed the new commissioners and introduced Elizabeth Wright as the new executive director and Nancy Sylvester as the new general counsel. Ms. Farnsworth then reviewed the convention schedule.
- 2.2 Review 2021-2022 Meeting Schedule:** Ms. Thuet noted that the Commission's meeting schedule for the next year is online.
- 2.3 Review Retreat Schedule:** Ms. Thuet said the August retreat will be at the Sheraton in Park City. The photograph of the commission will be at the beginning of the retreat.
- 2.4 Review Schedule for October meeting in Moab:** The October Commission meeting will be held in Moab. A luncheon will also be held, with lawyers from the 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> Districts being invited.

**3. Information Items**

- 3.1 5<sup>th</sup> Division Commissioner Vacancy:** Ms. Woods discussed the vacancy in the 5<sup>th</sup> Division.



She said that the newly elected 5<sup>th</sup> Division commissioner resigned due to her family moving out of state. Ms. Woods leaves a vacancy in the 5<sup>th</sup> Division due to becoming president-elect. She noted that there are a couple of options under the bylaws: a special election to fill the spot until the end of the year or appointing someone to fill the spot until the end of the year. There are pros and cons to both. She noted that the easiest thing to do would be to appoint Ms. Woods to the position for the remainder of the year. The October luncheon will be an opportunity to recruit other willing participants. If a person runs in the spring, they will have a normal term and this would save money on a special election. Michelle Quist moved to appoint Ms. Woods to the 5<sup>th</sup> Division for the year. Andrew Morse seconded: The motion carried.

**3.2 Bar Representative on Judicial Council:** Ms. Wright noted that Rob Rice is leaving the position of Bar Representative. Margaret Plane has expressed interest and members of the Judicial Council have expressed interest in Ms. Plane taking the position. Ms. Sylvester noted the commitment involved and joined the expressions of support for Ms. Plane taking the position. Mart Moore moved to appoint Ms. Plane to Bar Representative on the Judicial Council. Heather Thuet seconded. The motion carried.

**3.3 Bar Representative on Court's Innovation Committees:** Ms. Farnsworth explained that the Court's Innovation Committee consists of two committees: the executive committee and the general committee. Kate Conyers sits on the general committee and Ms. Farnsworth sits on the executive committee. Ms. Farnsworth noted the time-intensive nature of the Executive Committee. Ms. Farnsworth has agreed to stay on the executive committee as past-president. Ms. Thuet explained that she had some discomfort in the past about having a member of Bar Commission's executive committee involved in the Sandbox. She said she has a little more comfort now but would like to establish a tradition of the immediate past-president sitting on the Innovation executive committee, with a Bar commissioner or designee sitting on the general committee. Shawn Newell is also involved already. Ms. Farnsworth will reach out to Kate Conyers about staying on. Others also noted that Erik Christiansen may be interested in serving and would be a great addition. Michelle Quist moved to adopt the new tradition and Ms. Mancuso-Smith seconded. The motion carried.

**3.4 October 23<sup>rd</sup> Event to Celebrate Diploma Privilege Pro Bono Hours:** Ms. Farnsworth noted that local law graduates who took advantage of the diploma privilege program last year donated over 3,000 hours of pro bono service. A celebration of their contributions will be held on October 23<sup>rd</sup>, which is a Saturday.

#### 4. Action Items

**4.1 Repeal Rule 14-209 Bar Foundation membership.** Ms. Sylvester explained that Rule 14-209 provides that members of the Utah State Bar are also automatically members of the Utah Bar Foundation. Ms. Sylvester recommended repeal of the rule since, in practice, it was not meaningful and only created confusion about the relationship between the Utah State Bar and the Utah Bar Foundation. Marty Moore moved to recommend repeal to the Utah Supreme Court and Michelle Quist seconded. The motion carried.

**4.2 Reappoint Sam Alba to serve as the Bar's Rep on the Utah State Elected Official and Judicial Compensation Commission:** Ms. Farnsworth recommended that Judge Sam Alba (retired) stay on the Utah State Elected Official and Judicial Compensation Commission. Mr. Morse noted the progress that had been made already said this would be a good year to put the Bar's weight behind these efforts. He also noted that Judge Alba had served well in the position. Andrew Morse moved to accept Ms. Farnsworth's recommendation. Marty Moore seconded. The motion carried.



## 5. Commission reorganization

### 5.1 Welcome New Bar Commissioners:

### 5.2 Appoint *ex officio* members For Action:

- Mr. Moore introduced Tonya Wright. Ms. Wright has been a paralegal for 10 years in Mr. Moore's office and is a newly licensed paralegal practitioner (LPP). She has served as chair of the Paralegal Section. She noted that there are 13 LPP's now. 4 applicants are waiting on national boards and 3 are taking the exam next month.
- Beth Kennedy is president of Women Lawyers of Utah (WLU). Kim Neville will be the ex officio member representing WLU moving forward.
- In August, will finalize other list.

### 5.3 Appoint Executive Committee For Action.

Ms. Thuet moved to have Heather Farnsworth, Katie Woods, Chrystal Mancuso-Smith, Mark Morris, Marty Moore, Shawn Newell, and Ms. Thuet herself comprise the Commission's Executive Committee. Katie Woods seconded. The motion carried.

### 5.4 Adopt resolution on bank signatures For Action:

Ms. Wright explained that the Commission should approve giving the Executive Committee authority to sign checks over \$1000 in the event that Ms. Wright or Ms. Thuet are not available. Andrew Morse moved to give this authority to the Executive Committee. Michelle Quist seconded. The motion carried.

## 6. Recognize retiring commissioners.

Ms. Farnsworth asked that the Commission recognize Tom Seiler and Mark Pugsley for their service to the Bar. She noted that Katie Woods was planning on retiring from the 5<sup>th</sup> Division but is now staying on both as president-elect and as the 5<sup>th</sup> Division representative (albeit temporarily for the latter). She noted the same of Margaret Plane with her appointment as the Bar representative to the Judicial Council. The Commission then recognized Heather Farnsworth for her service as Bar president and Richard Dibblee for his 30 years of service as Associate Director for the Bar. Ms. Farnsworth and Mr. Dibblee were awarded gifts from the Commission and Mr. Dibblee was awarded a resolution from the Commission and Bar staff.

## 7. Adjourn.

The Commission adjourned at 2:45 p.m.



Where are we today?



What changes have already been contemplated for in arriving at this year's budget?



What are the current "levers" the Commission has in its operations? In other words, what is driving our existing budget?



What more does the Commission want to do and what should we spend less on?



What are the areas most ripe for influencing the impact of the Commission and for strengthening its financial performance?

# Utah Bar Commission Budget Deep Dive 8/25/21



- Where are we today?



Utah State Bar				
Balance Sheets				
		5/31/2019	5/31/2020	5/31/2021
<b>ASSETS</b>				
	Current Assets			
	Petty Cash	\$     625	\$     625	\$     625
	Cash in Bank	172,693	177,698	483,176
	Invested Funds	4,915,317	4,780,946	5,445,377
	Total Cash/Investments	5,088,635	4,959,269	5,929,178
	Accounts Receivable	42,500	35,231	82,745
	Prepaid Expenses	169,335	95,361	157,190
	A/R - Sections	33,345	48,411	50,260
	Total Other Current Assets	245,180	179,003	290,195
	Total Current Assets	5,333,815	5,138,272	6,219,374
	Fixed Assets			
	Property & Equipment	4,979,125	4,857,665	4,972,290
	Accumulated Depreciation	(4,204,531)	(4,221,544)	(4,183,061)
	Land	633,142	633,142	633,142
	Total Fixed Assets	1,407,736	1,269,263	1,422,372
<b>TOTAL ASSETS</b>		<b>\$ 6,741,550</b>	<b>\$ 6,407,534</b>	<b>\$ 7,641,745</b>
<b>LIABILITIES &amp; EQUITY</b>				
	Liabilities			
	Current Liabilities			
	AP Trade	\$   27,925	\$    4,675	\$   36,235
	Other Accounts Paya	15,134	13,153	2,054
	Accrued Payables	410,114	450,746	587,223
	Cap Lease Oblig - ST	3,485	3,683	3,892
	A/P - Sections	2,535	1,840	1,580
	Deferred Revenue	68,070	14,750	53,131
	Total Current Liabilities	527,263	488,847	684,116
	Long Term Liabilities			
	Capital Lease Oblig	7,431	3,748	(144)
	PPP Loan	-	-	653,072
	Total Long Term Liabilities	7,431	3,748	652,928
	Total Liabilities	534,693	492,595	1,337,044
	Total Equity	6,206,857	5,914,940	6,304,701
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>\$ 6,741,550</b>	<b>\$ 6,407,534</b>	<b>\$ 7,641,745</b>

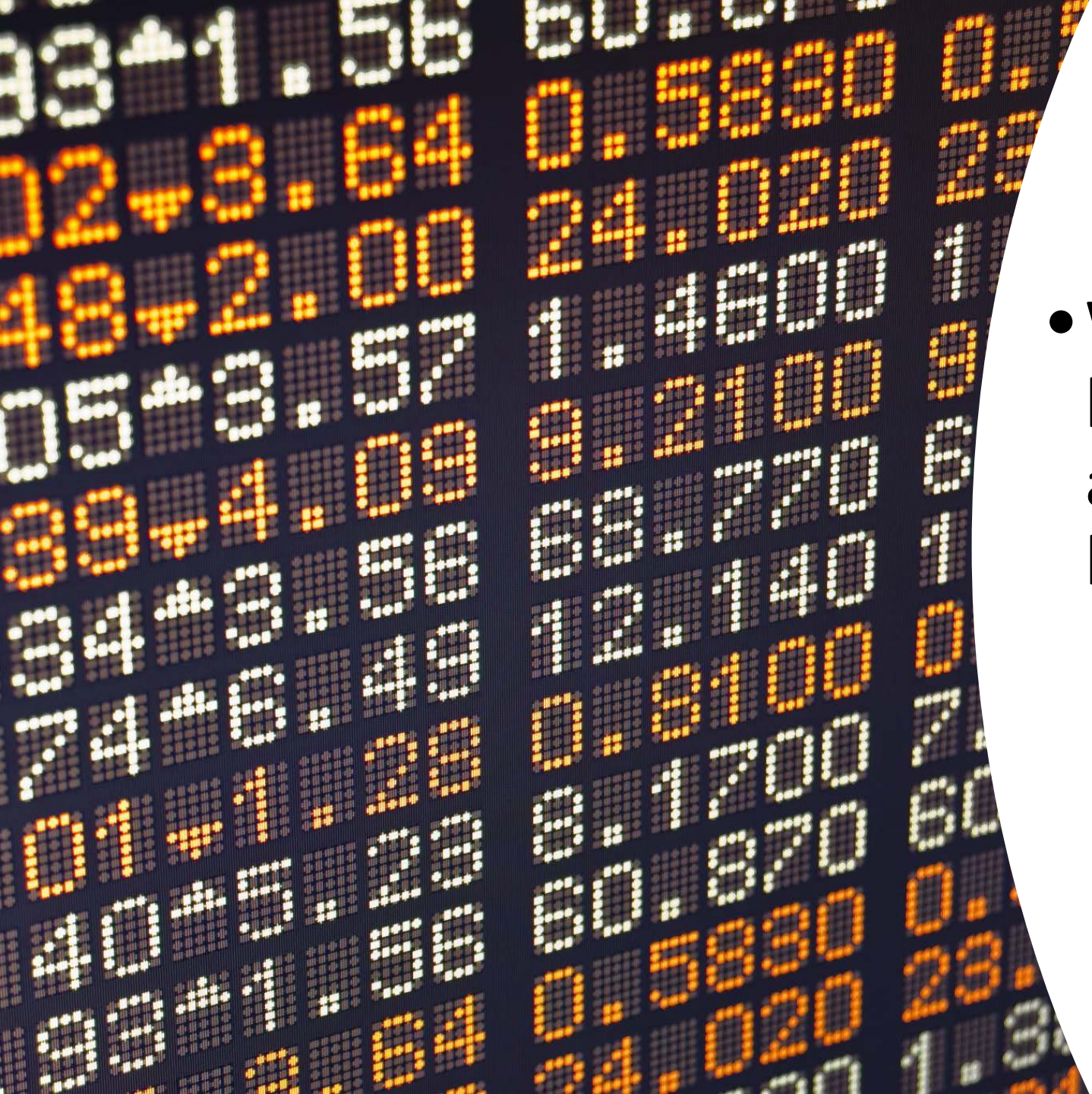


					5/31/2019	5/31/2020	5/31/2021
ASSETS							
	Current Assets						
			Petty Cash		\$ 625	\$ 625	\$ 625
			Cash in Bank		172,693	177,698	483,176
			Invested Funds		4,915,317	4,780,946	5,445,377
		Total Cash/Investments			5,088,635	4,959,269	5,929,178
			Accounts Receivable		42,500	35,231	82,745
			Prepaid Expenses		169,335	95,361	157,190
			A/R - Sections		33,345	48,411	50,260
		Total Other Current Assets			245,180	179,003	290,195
	Total Current Assets				5,333,815	5,138,272	6,219,374
	Fixed Assets						
		Property & Equipment			4,979,125	4,857,665	4,972,290
		Accumulated Depreciation			(4,204,531)	(4,221,544)	(4,183,061)
		Land			633,142	633,142	633,142
	Total Fixed Assets				1,407,736	1,269,263	1,422,372
TOTAL ASSETS					\$ 6,741,550	\$ 6,407,534	\$ 7,641,745

LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
			AP Trade	\$ 27,925	\$ 4,675	\$ 36,235
			Other Accounts Paya	15,134	13,153	2,054
			Accrued Payables	410,114	450,746	587,223
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			Deferred Revenue	68,070	14,750	53,131
			Total Current Liabilities	527,263	488,847	684,116
			Long Term Liabilities			
			Capital Lease Oblig	7,431	3,748	(144)
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			Total Long Term Liabilities	7,431	3,748	652,928
			Total Liabilities	534,693	492,595	1,337,044
			Total Equity	6,206,857	5,914,940	6,304,701
TOTAL LIABILITIES & EQUITY				\$ 6,741,550	\$ 6,407,534	\$ 7,641,745

Utah State Bar	
Draft FY2022 Budget	
Projected Cash Reserves	
Projected Cash Reserves, 6/30/21	\$ 4,277,081
Add: FY22 budgeted change in cash	261,057
Projected Cash Reserves, 6/30/22	4,538,138
Board Designated Reserves:	
Operations Reserve (3 months' operations)	1,639,219
Capital Replacement Reserve - Equipment	200,000
Capital Replacement Reserve - Building	372,930
Total Board Designated Reserves	2,212,149
Excess Cash Reserves over Board Designated & Contingency Reserves	\$ 2,325,989





- What changes have already been contemplated for in arriving at this year's budget?














## Page 6 of Budget

	Projected 2021	Budget 2022	
	2021	2022	Change
Bar Operations	(1,504,526)	(1,765,440)	(260,914)
OPC (page 26)	(1,375,010)	(1,466,653)	(91,643)
Public Services	(497,260)	(562,179)	(64,919)
Member Services	(261,035)	(390,570)	(129,535)
CLE (Page 30)	<u>3,732</u>	<u>(55,197)</u>	<u>(58,929)</u>
	(3,634,099)	(4,240,039)	(605,940)
Licensing	4,485,930	4,573,323	87,393
All other Departments	<u>(412,245)</u>	<u>(332,283)</u>	<u>79,962</u>
	439,586	1,001	(438,585)

- What are the current “levers” the Commission has in its operations? In other words, what is driving our existing budget?



# Page 6 of the Budget

Utah State Bar						
FY22 Draft Budget						
Net Profit (Cost) by Department						
	Actual	Actual	Actual	Projected	Budget	
Net profit (cost)	FY18	FY19	FY20	FY21	FY22	Trend
Bar Operations**	(1,528,492)	(1,443,728)	(1,633,950)	(1,504,526)	(1,765,440)	
OPC	(1,302,529)	(1,392,478)	(1,479,502)	(1,375,010)	(1,466,653)	
Public Services***	(445,103)	(416,892)	(495,078)	(497,260)	(562,179)	
Member Services*	(447,733)	(409,198)	(429,038)	(261,035)	(390,570)	
Facilities	(270,652)	(283,334)	(312,557)	(325,285)	(317,269)	
Admissions	(46,402)	(78,556)	(154,419)	(84,731)	(39,362)	
NLTP	(5,822)	14,754	(32,544)	(46,934)	24,348	
Spring Convention	15,606	42,097	(46,792)	23,726	(0)	
Fall Forum	(7,662)	(5,457)	7,628	29,666	0	
Summer Convention	(750)	(19,815)	(63,854)	(8,688)	0	
CLE	(19,942)	89,053	(87,943)	3,732	(55,197)	
Licensing	4,177,732	4,290,127	4,383,588	4,485,930	4,573,323	
Total	118,251	386,573	(350,135)	439,586	1,001	

## Page 6 of the Budget – Different Order Salaries & Overhead Isolated

	Actual	Actual	Actual	Projected	Budget
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Licensing	4,252,143	4,362,088	4,482,281	4,614,934	4,706,321
Admissions	285,697	265,900	176,653	305,736	296,454
NLTP	45,956	56,033	34,564	36,403	34,872
OPC	(88,496)	(102,904)	(145,284)	(47,255)	(93,465)
CLE	135,069	226,479	59,050	143,926	171,629
Summer Convention	24,941	2,526	(42,496)	(216)	12,154
Fall Forum	4,357	2,806	11,787	31,491	4,160
Spring Convention	31,391	58,353	(35,690)	31,020	16,256
Member Services*	(264,822)	(195,784)	(217,618)	(74,142)	(190,290)
Public Services**	(162,149)	(119,577)	(147,841)	(149,556)	(187,732)
Bar Operations***	(405,859)	(267,783)	(314,371)	(181,774)	(414,994)
Facilities	110,974	104,926	67,800	25,335	56,675
Salaries	(3,385,320)	(3,536,399)	(3,858,222)	(3,927,413)	(4,034,881)
Building Overhead	(465,632)	(470,092)	(420,749)	(368,904)	(376,158)
Total Net Profit/(Net Loss)	118,254	386,573	(350,135)	439,586	1,000

Page 6 of the Budget – Different Order  
Salaries & Overhead Isolated, Eliminate Facilities, Departments Broken Out

		Actual	Actual	Actual	Projected	Draft
		FY 2018	FY 2019	FY 2020	FY 2021	Budget
		7/1/2017	7/1/2018	7/1/2019	4/1/2021	7/1/2021
		6/30/2018	6/30/2019	6/30/2020	6/30/2021	6/30/2022
	Licensing	4,252,143	4,362,088	4,482,281	4,614,934	4,706,321
	Admissions	285,697	265,900	176,653	305,736	296,454
	CLE	135,069	226,479	59,050	143,926	171,629
	Investment & Other Income	136,052	237,287	198,811	67,308	67,285
	Revenue from External Parties	134,961	127,902	92,279	16,441	74,089
	Section Support	75,821	75,792	79,065	80,048	78,216
	NLTP	45,956	56,033	34,564	36,403	34,872
	Summer Convention	24,941	2,526	(42,496)	(216)	12,154
	Spring Convention	31,391	58,353	(35,690)	31,020	16,256
	Bar Journal	14,258	47,389	24,847	52,778	52,778
	Fall Forum	4,357	2,806	11,787	31,491	4,160
	OPC	(88,496)	(102,904)	(145,284)	(47,255)	(93,465)
Member Services	Member Benefits	(147,857)	(140,800)	(122,088)	(128,492)	(137,804)
	Legislative	(51,175)	(58,558)	(72,459)	(50,227)	(65,978)
	Public Education	(102,464)	(69,003)	(98,323)	(9,569)	(63,303)
	Young Lawyers Division	(53,404)	(50,604)	(28,660)	(18,679)	(54,200)
Public Services	Committees	(83,724)	(102,419)	(125,985)	(118,510)	(149,673)
	Consumer Assistance	(4,256)	(5,103)	(6,047)	(6,082)	(6,191)
	Access to Justice	(40,330)	19,543	8,914	(23,251)	(15,512)
	Tuesday Night Bar	(33,839)	(31,599)	(24,723)	(1,712)	(16,355)
	Bar Operation Expenses	(541,911)	(505,070)	(513,182)	(249,082)	(482,279)
	Salaries	(3,385,320)	(3,536,399)	(3,858,222)	(3,927,413)	(4,034,881)
	Building Overhead & Facilities	(489,619)	(493,067)	(445,228)	(360,010)	(393,572)
		118,250	386,573	(350,135)	439,586	1,000



# Our Levers of Control

		Actual	Actual	Actual	Projected	Draft	
		FY 2018	FY 2019	FY 2020	FY 2021	Budget	
		7/1/2017	7/1/2018	7/1/2019	4/1/2021	FY 2022	
		6/30/2018	6/30/2019	6/30/2020	6/30/2021	6/30/2022	
Fixed Operations	Licensing	4,252,143	4,362,088	4,482,281	4,614,934	4,706,321	
	Admissions	285,697	265,900	176,653	305,736	296,454	
	Bar Operation Expenses	(541,911)	(505,070)	(513,182)	(249,082)	(482,279)	
	Building Overhead & Facilities	(489,619)	(493,067)	(445,228)	(360,010)	(393,572)	
	Salaries	(3,385,320)	(3,536,399)	(3,858,222)	(3,927,413)	(4,034,881)	
	Total	120,989	93,452	(157,697)	384,166	92,042	100,000
CLE - Biz Ops	CLE	135,069	226,479	59,050	143,926	171,629	
	Summer Convention	24,941	2,526	(42,496)	(216)	12,154	
	Spring Convention	31,391	58,353	(35,690)	31,020	16,256	
	Fall Forum	4,357	2,806	11,787	31,491	4,160	
	Total	195,759	290,163	(7,348)	206,220	204,200	200,000
No Control	Investment & Other Income	136,052	237,287	198,811	67,308	67,285	
	Revenue from External Parties	134,961	127,902	92,279	16,441	74,089	
	OPC	(88,496)	(102,904)	(145,284)	(47,255)	(93,465)	
		182,517	262,286	145,806	36,494	47,908	50,000
Bar Service / Projects	Section Support	75,821	75,792	79,065	80,048	78,216	
	NLTP	45,956	56,033	34,564	36,403	34,872	
	Bar Journal	14,258	47,389	24,847	52,778	52,778	
	Member Benefits	(147,857)	(140,800)	(122,088)	(128,492)	(137,804)	
	Legislative	(51,175)	(58,558)	(72,459)	(50,227)	(65,978)	
	Public Education	(102,464)	(69,003)	(98,323)	(9,569)	(63,303)	
	Young Lawyers Division	(53,404)	(50,604)	(28,660)	(18,679)	(54,200)	
	Committees	(83,724)	(102,419)	(125,985)	(118,510)	(149,673)	
	Consumer Assistance	(4,256)	(5,103)	(6,047)	(6,082)	(6,191)	
	Access to Justice	(40,330)	19,543	8,914	(23,251)	(15,512)	
	Tuesday Night Bar	(33,839)	(31,599)	(24,723)	(1,712)	(16,355)	
		(381,015)	(259,328)	(330,895)	(187,294)	(343,151)	(350,000)
	Total	118,250	386,573	(350,135)	439,586	1,000	-

# License Fees, Admissions, & Fixed Costs

		Actual	Actual	Actual	Projected	Draft	
		FY 2018	FY 2019	FY 2020	FY 2021	Budget	
						FY 2022	
Fixed Operations	Licensing	4,252,143	4,362,088	4,482,281	4,614,934	4,706,321	
	Admissions	285,697	265,900	176,653	305,736	296,454	
	Bar Operations	(541,911)	(505,070)	(513,182)	(249,082)	(482,279)	
	Building Costs	(489,619)	(493,067)	(445,228)	(360,011)	(393,572)	
	Salaries	(3,385,320)	(3,536,399)	(3,858,222)	(3,927,413)	(4,034,881)	
	<b>Total</b>	<b>120,990</b>	<b>93,451</b>	<b>(157,697)</b>	<b>384,165</b>	<b>92,043</b>	
	Total Inactive & Active Members	12558	12,910	13,102	13,372	13,609	
	License & Admission Rev Per Active	361	358	356	368	368	
	Cost Per Active	(352)	(351)	(368)	(339)	(361)	
	<b>Profit Per Active</b>	<b>\$ 9.63</b>	<b>\$ 7.24</b>	<b>\$ (12.04)</b>	<b>\$ 28.73</b>	<b>\$ 6.76</b>	

# Out of Our Control

		Actual	Actual	Actual	Projected	Draft		
		FY 2018	FY 2019	FY 2020	FY 2021	Budget		
		FY 2018	FY 2019	FY 2020	FY 2021	FY 2022		
Outside our Control	Investment & Other Income	136,052	237,287	198,811	67,308	67,285		
	Rent Rev from External Parties	134,961	127,902	92,279	16,441	74,089		
	OPC	(88,496)	(102,904)	(145,284)	(47,255)	(93,465)		
		182,517	262,286	145,806	36,494	47,908		50,000

# Our Best Levers of Control

		Actual	Actual	Actual	Projected	Draft	
		FY 2018	FY 2019	FY 2020	FY 2021	Budget	
		7/1/2017	7/1/2018	7/1/2019	4/1/2021	7/1/2021	
		6/30/2018	6/30/2019	6/30/2020	6/30/2021	6/30/2022	
	<b>Fixed Operations</b>	<b>120,989</b>	<b>93,452</b>	<b>(157,697)</b>	<b>384,166</b>	<b>92,042</b>	<b>100,000</b>
	<b>No Control</b>	<b>182,517</b>	<b>262,286</b>	<b>145,806</b>	<b>36,494</b>	<b>47,908</b>	<b>50,000</b>
CLE - Biz Ops	CLE	135,069	226,479	59,050	143,926	171,629	
	Summer Convention	24,941	2,526	(42,496)	(216)	12,154	
	Spring Convention	31,391	58,353	(35,690)	31,020	16,256	
	Fall Forum	4,357	2,806	11,787	31,491	4,160	
	<b>Total</b>	<b>195,759</b>	<b>290,163</b>	<b>(7,348)</b>	<b>206,220</b>	<b>204,200</b>	<b>200,000</b>
Bar Service / Projects	Section Support	75,821	75,792	79,065	80,048	78,216	
	NLTP	45,956	56,033	34,564	36,403	34,872	
	Bar Journal	14,258	47,389	24,847	52,778	52,778	
	Member Benefits	(147,857)	(140,800)	(122,088)	(128,492)	(137,804)	
	Legislative	(51,175)	(58,558)	(72,459)	(50,227)	(65,978)	
	Public Education	(102,464)	(69,003)	(98,323)	(9,569)	(63,303)	
	Young Lawyers Division	(53,404)	(50,604)	(28,660)	(18,679)	(54,200)	
	Committees	(83,724)	(102,419)	(125,985)	(118,510)	(149,673)	
	Consumer Assistance	(4,256)	(5,103)	(6,047)	(6,082)	(6,191)	
	Access to Justice	(40,330)	19,543	8,914	(23,251)	(15,512)	
	Tuesday Night Bar	(33,839)	(31,599)	(24,723)	(1,712)	(16,355)	
	<b>Total</b>	<b>(381,015)</b>	<b>(259,328)</b>	<b>(330,895)</b>	<b>(187,294)</b>	<b>(343,151)</b>	<b>(350,000)</b>
	Net Profit	118,250	386,573	(350,135)	439,586	1,000	



- 
- What more does the Commission want to do and what should we spend less on?
- 

## Projects & Services



		Actual	Actual	Actual	Projected	Draft	
		FY 2018	FY 2019	FY 2020	FY 2021	Budget	
						FY 2022	
Bar Services/Projects	Section Support	75,821	75,792	79,065	80,048	78,216	
	New Lawyer Training	45,956	56,033	34,564	36,403	34,872	
	Bar Journal	14,258	47,389	24,847	52,778	52,778	
	Member Benefits	(147,857)	(140,800)	(122,088)	(128,492)	(137,804)	
	Legislative	(51,175)	(58,558)	(72,459)	(50,227)	(65,978)	
	Public Education	(102,464)	(69,003)	(98,323)	(9,569)	(63,303)	
	Young Lawyers Division	(53,404)	(50,604)	(28,660)	(18,679)	(54,200)	
	Committees	(83,724)	(102,419)	(125,985)	(118,510)	(149,673)	
	Consumer Assistance	(4,256)	(5,103)	(6,047)	(6,082)	(6,191)	
	Access to Justice	(40,330)	19,543	8,914	(23,251)	(15,512)	
	Tuesday Night Bar	(33,839)	(31,599)	(24,723)	(1,712)	(16,355)	
		(381,015)	(259,328)	(330,895)	(187,294)	(343,151)	(340,000)

# Projects & Services

Draft  
Budget 6/22

1. **Section Support** – Provides administrative support for section CLE events and luncheons.
2. **NLTP (New Lawyer Training Program)** – Administers Court mandated mentoring program for new lawyers.
3. **Bar Journal** – Journal published 6 times per year containing articles, advertisements and notices regarding, licensing, CLE compliance, rebates, elections, and lawyer discipline.
4. **Member Benefits** – Services for lawyers such as free mental health counseling and free legal research. Blomquist Hale and Fastcase.
5. **Legislative** – Lobbying on issues germane to the practice of law and administration of justice. Governmental Relations Committee.
6. **Public Education** – Salary of Communications Director and advertising budget.
7. **Young Lawyers Division** – Bar Program for new attorneys. Membership is free and Bar provides budget for social and service events.
8. **Committees** – Expenses for Bar Awards, Law Related Education, and Wellbeing, and Law Day Committees.
9. **Consumer Assistance Program** – Attempts to resolve client complaints against lawyers before they rise to level of an OPC complaint.
10. **Access to Justice** – Operates pro bono legal clinics and modest means program. Answers calls from public seeking legal assistance. Staff for Access to Justice Commission.
11. **Tuesday Night Bar** – Free legal clinic sponsored by the Young Lawyers Division.

Section Support	78,216
NLTP	34,872
Bar Journal	52,778
Member Benefits	(137,804)
Legislative	(65,978)
Public Education	(63,303)
Young Lawyers Division	(54,200)
Committees	(149,673)
Consumer Assistance	(6,191)
Access to Justice	(15,512)
Tuesday Night Bar	(16,355)
<b>Total</b>	<b>(343,151)</b>

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- 
- What are the areas most ripe for influencing the impact of the Commission and for strengthening its financial performance?



## CLE & Forums

		Actual FY 2018	Actual FY 2019	Actual FY 2020	Projected FY 2021	Draft Budget FY 2022
CLE - Biz Ops	CLE	135,069	226,479	59,050	143,926	171,629
	Summer Convention	24,941	2,526	(42,496)	(216)	12,154
	Spring Convention	31,391	58,353	(35,690)	31,020	16,256
	Fall Forum	4,357	2,806	11,787	31,491	4,160
		<b>195,759</b>	<b>290,163</b>	<b>(7,348)</b>	<b>206,220</b>	<b>204,200</b>
Events			224	251	251	
Attendees			3,000	5,000	36,000	
Average Attendee Per Event			13.39	20	143	
Revenue			416,220	388,725	430,711	438,901
CLE Fee Per Attendee			\$ 139	\$ 78	\$ 12	

# Recommendations:

- Approve Budget
- Determine services the Commission wants to see more of and identify any services that are no longer desired or that can be reduced
- Create Task force to examine ways to maximize CLE income

# Another Boring Budget Discussion? Nope . . .

## A Provocation\*

Marty E. Moore

\* Nothing herein is intended to be objective; everything is my personal opinion and is intended to provoke new thoughts on the USB's budget





# New Way Of Looking At USB Budget

- USB is a quasi-governmental agency entirely within the judicial branch
- USB is a taxing & regulatory entity with quasi-legislative, quasi-executive functions
- Budget is Commission's primary policy statement
- Budget is the only policy statement the Commission must make every year
- Arguably USB has less checks & balances than other governmental agencies; no legislative appropriation

# Shout Out To Rick Hoffman

He's making our job easier

# Genesis Of This Discussion

## Draft Budget Dated 5/21/21:\*

“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. Each of the last nine fiscal years (except for FY20 due to the COVID-19 pandemic limiting in-person gatherings), have generated a net profit adding to the Bar’s reserves. **However, it is anticipated based on historical trends that expense growth will outpace revenue growth around 2025 at which time it will be necessary to dip into operating reserves and consider pursuing a license fee increase.** (*Emphasis added.*)

\* And the *Pomeroy* lawsuit; and a new ED

# DOPL Professional License Fees

\* DIVISION OF OCCUPATIONAL AND PROFESSIONAL LICENSING FEES

\* FISCAL YEAR JULY 1, 2020 THROUGH JUNE 30, 2021

* Occupation/Profession	Application Fee	Renewal Fee
* Chiropractic Physician	200.00	103.00
* Dentist	110.00	63.00
* Anesthesia Upgrade	60.00	N/A
* Optometrist	140.00	93.00
* Osteopathic Physician	200.00	183.00
* Pharmacy (all Classes)	200.00	103.00
* Physical Therapist	70.00	47.00
* Physician/Surgeon	200.00	183.00



# Bar's Purposes

- \* “Officially, the Bar is charged with: ‘(1) advancing the administration of justice according to law; (2) aiding the courts in the administration of justice; (3) regulating the admission of persons seeking to practice law; (4) fostering and maintaining integrity, learning competence, public service, and high standards of conduct among those practicing law; (5) representing the Bar before legislative, administrative, and judicial bodies; (6) preventing the unauthorized practice of law; (7) promoting professionalism, competence, and excellence through continuing legal education and other means; (8) providing a service to the public, the judicial system, and Bar members; (9) educating the public about the rule of law and responsibilities under the law; and (10) assisting Bar members in improving the quality and efficiency of their practice.’”

*The Perks of Being a Bar Member*, Heather Farnsworth, June/July UBJ, quoting Utah R. Jud. Admin. 14-102 (b).

# A Few Thoughts

- Consider prioritizing expenditures based on core duties vs non-core functions
- Consider offering more *a la carte* services to members (e.g., CLEs are a historical profit center, **5,812** USB members voluntarily belong to sections)
- Consider tiered USB membership (Bar Journal, Casemaker, Bloomquist Hale, YLD, etc. on higher tier)
- Hold all conventions in-state with mostly substantive CLEs

# A Few More Thoughts

- Be skeptical of new, long-term financial commitments (e.g., USBFoundation grants, Utah Office of Legal Services Innovation) with recurring budget hits
- In general, consider new ways to provide services to USB members that give value for their \$425.00 annual dues
- Eliminate “Active Emeritus” status

# PPP Windfall

- **\$658K** in PPP \$\$ is a windfall, and should be treated as such
- Arguably, USB doesn't need more \$\$ reserves
- PPP funds could be directed to 1-time capital expenditures that make USB staff more productive and/or allow the USB to provide better services to our members (e.g., better video conferencing, better website, upgraded software)



# USB Investment Portfolio

- Holding individual bonds is unreasonably risky vs. bond funds in an over-financialized, over-leveraged environment
- 7 out of 17 bonds are with investment banks or entities that have investment banks (the USB's \$220K loss in 2008 was on Lehman Bros. bonds; Lehman Bros. was an investment bank)
- USB pays Zions bank 25 bps to manage funds
- An hourly fee-based advisor would likely be cheaper



**The End**