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P R A C T I C E  
S E C T I O N

Solo & Small Practice Section  
December 8, 2020 EC Meeting  
Minutes

Zoom meeting ID: 816 3000 2229

Called to order at 12:05pm

Attendance: Kari Petrasek, Shashi Vijay, Kristina Larry, Darcel Lobo, Ann Guinn, John Redenbaugh, Jessica Jensen, Nicholas Pleasants, Eleen Trang, Joseph Riemer, and Sunitha Anjilvel

1. Roll Call (Darcel)

2. Approval of October 2020 meeting minutes (Shashi). Shashi 1<sup>st</sup>. Bruce 2<sup>nd</sup>. All in favor. Approval of October 2020 meeting minutes.

3. Treasurer Report (Bruce). \$37700 budgeted for revenue; we were at \$33,531 as of the end of August 2020. Section dues are 98% of section income, based on 900 members. Balance in our account is \$92,900. Expense have been minimal due to the pandemic. 73 people attended the last mini CLE in December. Budget report has been posted in Slack. Discussion among members to remind everyone to use/check Slack.

4. Committee Reports:

- Electronic Committee (John): WSBA has agreed to store recordings so we don't have to pay to increase storage capacity. Chapter 5 from SSPS conference has been added to members only area. Discussion with Eleen Trang regarding listserv archive, but in light of recent technology breach on WSBA website, the WSBA IT department has been delayed.
- Education (Shashi): Next webinar is in January. 1099 webinar is scheduled for January 14, 2021.
- Membership (Darcel): Looking at south end member virtual event for Feb 2021; Kristina suggested some virtual ideas on the Slack channel. Gonzaga event went well, students seemed interested with questions about going solo out of law school. Remo was the platform used for the Gonzaga event which worked out well.

5. SSPS Conference Update (John): Unsure if conference will be in person or virtual. If live, it will

be at the Kitsap Conference Center from July 30, 2021- August 1, 2021.

6. EC retreat and Roundtables (Ann): Retreat will be virtual, with possibility of a mid-year retreat in person. Kristina and Kari in charge of snack boxes for the virtual retreat. Retreat date is January 30, 2021 and it'll start at 9am with social networking during the lunch hour. The section roundtables will alternate monthly with mini cles.

7. Section leader updates (Shashi): The discussion items at the November Section Leader meeting were:

- A. Section per member charges;
- B. Calendar/fiscal calendar merge;
- C. WSBA's Seattle office;
- D. Increasing outreach and services to members;
- E. Shared zoom licenses;
- F. Section collaboration (resources/membership)

The major discussion item at the December meeting was in regard to where WSBA would relocate (if they do relocate). Discussion items included:

- A. How do sections use the current WSBA space
- B. Where do sections have their meetings (our section appears to be the only one that used the WSBA space for in person meetings);
- C. Do sections need WSBA to have a physical space

There is a Slack channel available for all EC members to join; the channel name is WSBA Section Leaders.

8. BOG liaison report (Sunitha): The BOG special election is open for the diversity at large position; voting closes December 15, 2020, at 5pm PST. The next BOG meeting is in January 2021.

9. New Business (Shashi):

- A. Ann: Association of Legal Administrators- follow up with Shashi to terminate relationship with ALA; Shashi to send draft letter to Ann and Kari for review.

Meeting concluded at 1:23pm.

Next meeting is the EC retreat on January 30, 2021.