

1984

Minutes of the Annual Meeting of the Board of Bar Commissioners of the Wyoming State Bar

Wyoming State Bank

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**MINUTES OF THE ANNUAL MEETING
OF THE BOARD OF BAR COMMISSIONERS
OF THE WYOMING STATE BAR**

The meeting of the Officers and Commissioners of the Wyoming State Bar was convened at 9:15 A.M. on September 17, 1983 at the Holiday Inn in Sheridan, Wyoming. Those present were Mr. Harry Lee Harris, President; Mr. Thomas S. Smith, President-Elect; Mr. James L. Hettinger, Vice-President; Mr. George L. Simonton, Secretary-Treasurer; and the following commissioners: Mr. Tracy J. Copenhaver; Mr. William T. Fix; Mr. Thomas T. Zollinger; Mr. Vincent A. Ross; Mr. J. Patrick Hand; and Mr. Dennis M. Kirven. Ms. Mary Elizabeth Senkewicz, Executive Director, was also in attendance.

It was moved and seconded that the minutes of the previous Officers and Commissioners meeting be approved.

The next item on the agenda dealt with the following proposed budget for the fiscal year 1983-84:

**PROPOSED BUDGET
Fiscal Year 1983-84
Revenues**

ANNUAL FEES	\$ 138,063
389 x \$ 62.50	
910 x \$125.00	
INTEREST	\$ 17,555
MISCELLANEOUS REVENUES	\$ 9,000
BOARD OF LAW EXAMINERS	\$ 1,200
SUPERVISORY AND BOOKEEPING FEES	
FROM OAAP AND NHO	\$ 3,300
TOTAL REVENUES	\$ 169,118

**PROPOSED BUDGET
Fiscal Year 1983-84**

Expenditures

01 SALARIES	\$ 61,824
a. Executive Director	\$ 24,800
b. Administrative Assistant	12,600

	c. Secretary/Bookkeeper	11,200	
	d. Supervisory Fees	3,300	
	1. Executive Director	\$2,700	
	2. Bookkeeper	600	
	e. Health Insurance	3,000	
	f. FICA	6,924	
02	TRAVEL AND RELATED EXPENSES FOR THE OFFICERS, COMMISSIONERS, EXECUTIVE DIRECTOR, AND STATE BAR DELEGATES TO THE ABA	\$ 24,000	
	a. Western States Bar Conference	\$ 13,000	
	b. Misc. Travel for President	4,000	
	c. Misc. Travel for President-Elect	2,000	
	d. Misc. Travel for Vice-President	500	
	e. Misc. Travel for Executive Director	2,000	
	f. Misc. Travel for Commissioners	500	
	g. Misc. Travel for State Bar ABA Delegate	2,000	
03	FINANCIAL AUDITS AND ACCOUNTING SERVICES	\$ 2,500	
04	OFFICE SPACE RENTAL, EQUIPMENT AND SUPPLIES	\$ 14,595	
	a. Office Space Rent	\$ 3,700	
	b. Toshiba Copier-Maintenance Agreement	425	
	c. Mailing Machine and Postage Meter Rental ..	1,600	
	d. Wyoming State Bar Stationery, Envelopes, Mailing Labels, Membership Cards	1,200	
	e. Typewriter Repair and Maintenance	200	
	f. Service Agreement on Xerox Memorywriter ..	300	
	g. Service Agreement on IBM System 23	1,500	
	h. Rental on P.O. Box 109 and Safety Deposit Box 1231	100	
	i. Parking - 3 spaces	720	
	j. Misc. Office Supplies	2,000	
	k. Books: Wyoming Statute Supplements; Am Jur 2d Supps; Wyoming Reporter	1,000	
	l. Casper Star-Tribune	100	
	m. Misc. duplicating	100	
	n. Property Insurance and Surety Bond	350	
	o. Computer programming	1,300	
05	POSTAGE	\$ 5,200	
06	TELEPHONE	\$ 5,000	
07	REGULAR PUBLICATIONS	\$ 17,218	
	a. <i>Wyoming Lawyer</i>	\$ 4,085	
	b. <i>Land and Water Law Review</i>	9,140	
	c. 1984 State Bar Directory	3,993	
08	DUES FOR BAR-RELATED ORGANIZATIONS	\$ 2,500	
	N.C.B.P., N.A.B.E., Western States Bar Conference, Wyoming Taxpayer's Association, Wyoming Press Association, Scholarships, Gifts, Donations		
09	GRIEVANCE COMMITTEE	\$ 19,485	
	All Expenses Except Telephone, Expenses Include Travel for Members, Reporter Fees, Transcripts, Investigation Costs, and Duplicating		

1984	WYOMING STATE BAR PROCEEDINGS	367
10	FEE ARBITRATION COMMITTEE	\$ 2,000
11	OTHER WYOMING STATE BAR COMMITTEES	\$ 2,000
	(Travel Expenses)	
12	MEETINGS	\$ 5,000
	a. 1984 Legislative Banquet	\$ 4,000
	b. New Admittees' Lunch	1,000
13	CASH RESERVE	\$ 7,796
	TOTAL EXPENDITURES	\$169,118

Mr. Dave Scott moved and Mr. Pat Hand seconded, that the appropriations of \$4,000 to the Legislative luncheon be transferred into the general cash reserve line on the budget. Mr. Scott then moved, and Mr. Hand seconded that the budget be approved. The motion passed unanimously.

Next, Ms. Senkewicz indicated that it had come to her attention that the Legislative and Law Reform Committee wished to propose that Ms. Senkewicz become more of a presence on Capitol Hill during the Legislative session. It was moved and seconded that this item be tabled until the Legislative and Law Reform Committee either submitted a written proposal or appeared in person to present such a proposal. The motion passed unanimously.

Ms. Senkewicz then brought to the Officers' and Commissioners' attention that Mr. Richard Day, Chairman of the State Board of Continuing Legal Education, wanted Ms. Senkewicz to write a questionnaire concerning C.L.E. which would be attached to the dues statement for response by the attorneys. After discussion Mr. Scott moved that the Executive Director be authorized to write such a questionnaire and attach it to the dues statement. Mr. Simonton seconded the motion. After discussion the motion carried.

The discussion then turned to how to handle the expenditure of monies for C.L.E. purposes. Mr. Hand moved that the budget be amended to include a line item earmarked specifically for C.L.E. purposes. Mr. Kirven seconded the motion. After discussion, Mr. Scott moved that the motion be amended to make clear that the funds would still be channeled through the Executive Director's office. Mr. Hand seconded the amendment. After discussion, the motion carried.

Ms. Senkewicz then told the Officers and Commissioners that she had been approached by a Cheyenne attorney who was investigating the possibility of the State Bar's sponsorship of a statewide use of Westlaw centered in the Supreme Court Building. It was moved and seconded that Ms. Senkewicz have the authority to investigate the statewide use of Westlaw including how individuals in different counties could hook up to the system. After discussion, the motion carried.

Ms. Senkewicz than brought to the Officers' and Commissioners' attention the fact that she considers the office space rented for use by the Wyoming State Bar to be sorely inadequate for the Bar's purposes. Mr. Smith moved that Ms. Senkewicz be given the authority to explore the ac-

quisition of alternative office space by purchase or lease and report back to the board. The motion was seconded by Mr. Ross. After discussion, the motion carried.

It was moved and seconded that the discussion of long range planning for the cash reserve be tabled until the report of the Integrated Bar Status Study Committee.

Ms. Senkewicz then brought to the Officers' and Commissioners' attention that she needed their authority to continue the Wyoming State Bar's supervision of two federally funded programs related to the problems of the aging. It was moved by Mr. Scott, and seconded by Mr. Simonton, that the Wyoming State Bar continue sponsorship of these programs. After discussion, the motion carried.

Mr. President Harris then indicated that he hoped to have quarterly meetings of the Officers and Commissioners. Mr. Harris also indicated that he would converse with Ms. Senkewicz and appoint members to the various Wyoming State Bar Committees.

Mr. Smith brought up the problem concerning the Wyoming State Bar's cash reserve in the liquid capital account. Mr. Smith pointed out that the Officers and Commissioners had previously directed Mr. Dan White to investigate various bank rates in anticipation of returning that money to Wyoming banks. Ms. Senkewicz was ordered to investigate bringing the money back into Wyoming banks. Mr. Smith indicated that he had certain rate quotes. Ms. Senkewicz said she would investigate those options.

It was approved by the Officers and Commissioners that for next year's convention, any and all resolutions must be received in the State Bar office by Friday afternoon the week before the convention.

Mr. Smith brought to the attention of the Commissioners that the meeting of the Western States Bar Conference was scheduled for February 28 through March 4, 1984 in Hawaii. Ms. Senkewicz will gather information about the Western State Bar Conference, and forward that information on to all the Commissioners.

It was also brought to Ms. Senkewicz' attention that the Officers and Commissioners had authorized Mr. Dan White to investigate Officers' and Commissioners' liability insurance. Ms. Senkewicz indicated that she would investigate this topic and get proposals from insurers.

Mr. Scott moved, which motion was seconded by Mr. Simonton, to adjourn. The motion carried. The meeting was adjourned at approximately 11:15 A.M.

Respectfully submitted,
MARY ELIZABETH SENKEWICZ
Executive Director