

**The West Virginia State Bar
Young Lawyer Section Executive Committee Meeting
The Embassy Suites
Charleston, West Virginia
April 7, 2019**

MINUTES

Members present: Chairperson Cofer (after Board of Governors Meeting), Vice-Chairperson Hayhurst, Angela Brunicardi-Doss, Laci Browning, Rachel Cornell, Samantha Koreski, Matthew Chapman, Lori Counts, Jordan Laird, Joni Nichols, Dane Henry, Lindsay McIntosh, Shana Thompson, Katheryn Marcum, Robert Zak, Tyler Gordon, Hilary Bright, Matthew Bradford, Justin Raber, Ashton Bias, Kyle Moore, W. Blake Belcher, William Duty

1. **Call to Order** – The meeting was called to Order at 12:05 p.m. by Incoming Vice-Chairperson Hayhurst.
2. **Ascertainment of Quorum** – Quorum is present.
3. **Review/Approval of Minutes from January 12, 2019 Meeting**

Enclosed under Tab No. 1 are the minutes from the last YLS Executive Committee Meeting, which was held on January 12, 2019 in Parkersburg, West Virginia, as provided by Secretary Hayhurst.

ACTION TAKEN: Mr. Chapman moved to approve Minutes from the aforementioned meeting. Mr. Raber seconded the Motion. There was unanimous approval of the Motion by the members present.

4. **Reports of Officers:**
 - A. Chairperson Cofer was at the Board of Governors meeting and therefore no report was given.
 - B. Incoming Vice-Chairperson Hayhurst discussed the status of the Bridge the Gap program, including number of expected attendees and a brief schedule of events.
 - C. Immediate Past Chairperson Smith was not present and therefore no report was given.
5. **Update on Board of Governors' Meeting** – Chairperson Cofer
 - A. This update will occur at the next meeting as the Board of Governors' meeting is being held at the same time as this meeting.

6. Report of WVU Law School Representative – Mr. Gordon

- A. Mr. Gordon will be attending the American Bar Association Annual meeting in August 2019.
- B. WVU College of Law will be adding a 1L or 2L representative this year in order to allow for a smoother transition as our representatives graduate.
- C. The West Virginia Revitalization Association is a new addition to the College of Law. The efforts of this organization are to keep young lawyers in the state of West Virginia. This organization would like to partner in some way with the Young Lawyers Section. Discussions were held regarding the Young Lawyers' willingness to work with said organization in some capacity, which will be discussed and determined at a later date.
- D. Students at the WVU College of Law are still exploring the possibility of diploma privilege in West Virginia, and he expressed a desire for the Young Lawyers Section to show support for said program. The mission and role of the Young Lawyers Section was further discussed amongst members.

7. Committee Reports and Old Business

A. Young Lawyer Education and Mentoring

1. Practice Handbook – Mrs. Counts

- i. No report. Ms. Counts explained the project to new members, and will update assignments soon.

2. Bridge the Gap – Secretary Hayhurst and Ms. Counts

- i. The agenda for Bridge the Gap, located under Tab No. 1, was reviewed and discussed.
- ii. Discussion regarding the roles and responsibilities of the committee members.
- iii. Thank You notes for the speakers of Bridge the Gap will be drafted by Chairperson Cofer or Incoming Vice-Chairperson Hayhurst. Each committee will be responsible for sending Thank You notes.
- iv. New members will be added to Bridge the Gap committees.
- v. Fall 2019 Program Date and Location: November 15, 2019 at the Bridgeport Conference Center in Bridgeport, West Virginia.

3. Young Lawyer Mentoring Program – Chairperson Cofer – no report

4. Admissions Ceremonies –Ms. Bias

- i. Ms. Bias discussed the most recent admissions ceremony, the role of the Young Lawyers at the admissions ceremonies, and welcomed any other members who might be interested in attending future ceremonies to please volunteer.
- ii. No admissions ceremonies were scheduled at this time.

B. Law Student Education and Mentoring

1. **Lunchtime Lecture Series** – Incoming Vice-Chairperson Hayhurst/Mr. Zak – No report.
2. **Bar Exam Box Lunches** – Ms. Bias
 - i. The 2019 Bar Exam is scheduled for July 30 and 31, 2019 at the new civic center and convention center.
 - ii. The boxed lunches will likely have to be catered by the civic center itself, as they do not allow outside food to be provided.
 - iii. Coffee will be served this year, as a need was noticed last year.

C. Community Outreach

1. **Special Projects/Public Service Committee** – Mrs. Brunicardi-Doss and Ms. Counts-Smith
 - i. The Young Lawyers made a donation during the government shutdown in January 2019. Lunch was provided to TSA members at the Yeager Airport who were not being paid.
 - ii. The members discussed service projects. It was unclear to the members how much was in the Young Lawyers' budget for service projects, and whether monetary donations should be made using community outreach funds. It was brought to the members' attention by Anita Casey that there may be a Keller issue regarding the Young Lawyers choosing any specific charity or organization to donate to, and the discussion was tabled until such time as more accurate reporting and information could be obtained.

D. YLS Technology Committee – Ms. Bias

1. There was a recent spread in WV Lawyer magazine about the Young Lawyers.
2. We are continuing to highlight events and service projects by the Young Lawyers on social media, including Facebook and Instagram.
3. Mr. Dane Henry has access to our website and can update it as needed.

E. Budget Committee – Ms. Koreski

1. Ms. Koreski attended the Budget Committee meeting on February 19, 2019.
2. Certain cuts to the Young Lawyers' budget were discussed, specifically attendance at the ABA conference and community outreach.
3. There was discussion about raising Bar dues.
4. The budget has a lot of moving pieces.
5. A meeting is scheduled for April 17, 2019, which Ms. Koreski will attend via telephone.
6. Chairperson Cofer and Incoming Vice-Chairperson Hayhurst will try to attend as well.

F. JLAP Liaison – Mr. Zak

1. Mr. Zak will be attending the JLAP retreat/conference next weekend.

G. Bylaws Revision – No report or revision.

H. Annual Meeting – Incoming Vice-Chairperson Hayhurst

1. Young Lawyer of the Year for 2019 is Monica Holliday.
2. Mentor of the Year for 2019 is Richard Walker.
3. Members were advised to arrive early for the banquet in order to get headshots and group photos.

I. District Events for the Current Year – No new events.

J. Other Old Business

1. Attendance requirements – Meetings are mandatory, and if you do not attend regularly, the annual meeting will not be paid for by the WV Bar.
2. If you have to cancel attendance after initially committing, you must cancel before the deadline or pay for the hotel and meal out of your own pocket.

8. New Business

A. New members and outgoing members – Outgoing members were recognized.

B. ABA Law Day with Legal Aid – Legal Aid is asking for assistance. Ms. Marcum and Mr. Henry agreed to assist in Elkins and Martinsburg, respectively. Ms. Koreski agreed to assist in Clarksburg. Ms. Counts agreed to think about assisting in Charleston if no one else was able to attend.

C. Jill McIntire is looking for helpers with a project. She needs volunteers to use FastCase and CaseMaker as part of their everyday practice, and then answer questions in order to determine which program will be used by WV going forward. Ms. Bright, Ms. Cornell, Chairperson Cofer, and Ms. Laird agreed to assist.

D. Election of Officers –

- i. Ms. Brunicardi-Doss was nominated by Mr. Raber for the office of Secretary.
- ii. Mr. Chapman was nominated by Ms. Counts for the office of Secretary.
- iii. Nominations were closed.
- iv. The floor was open for debate.
- v. Vote One was a tie.
- vi. Second vote – Ms. Brunicardi-Doss elected Secretary.
- vii. Ms. Cofer remains Chairperson.
- viii. Mr. Hayhurst moves to Vice-Chairperson.
- ix. Members needed for Districts 3 and 4. Nominations and/or appointment of new members will be completed via telephone and/or email.

9. Regional Officer Reports

- A. There is a new judge in Monongalia County, Raleigh County, Barber County, and Taylor County.

10. Next Executive Committee Meeting – July 27, 2019 – the Isaac Jackson Hotel in Elkins, WV at 9:00 am.

Additional upcoming meetings:

October 18-19, 2019 at Canaan.

January 17-18, 2020 at the State Bar Conference Center.

April 5-6, 2020 at the Greenbrier.

Meetings beyond April 2020 will be determined by incoming President Monica Hadaad.

11. Announcements – No announcements.

12. Adjournment

ACTION TAKEN: Mr. Raber moved for adjournment. Meeting was adjourned at 2:57 p.m.