

**The West Virginia State Bar
Young Lawyer Section Executive Committee Meeting
The Greenbrier
White Sulphur Springs, West Virginia
April 8, 2018**

AGENDA

- 1. Call to Order** – Vice Chairperson Amores
- 2. Ascertainment of Quorum** – Vice Chairperson Amores

Introduction of new and current members.

Unauthorized Practice of Law Committee Chair, Colleen McCullough gave a presentation on what the committee does and asking the committee to contact the bar if they are faced with someone who may be engaging in the unauthorized practice of law.

- 3. Review/Approval of Minutes from January 20, 2018, Meeting**

Mr. Chapman moved to accept the minutes, Mr. Raber seconded the motion.

ACTION TAKEN: The Executive Committee approved the motion to accept the minutes.

- 4. Reports of Officers:**

A. Chairperson Smith – no report.

B. Vice Chairperson Amores – attended the ABA Leadership conference, reminded the members of the Committee that we are here to serve our members, take care of young lawyers, and help law students make the transition to young lawyers to be leaders in our communities.

Vice Chairperson Amores advised there will be several programs that she is asking us to eliminate so that we can focus on bridging the gap and the practice handbook. Other programs will be programs that the committee wants to do and that we can do well. It is our duty to promote education, leadership and public service.

Vice Chairperson Amores has requested all district representatives update membership after each meeting and send it to your district members. Lists come from Mike Mellace or can be downloaded it from the website.

C. Secretary Cofer – Must sign the sheet and provide an email address. Attendance requirements were outlined.

5. Update on Board of Governors' Meeting – Vice Chairperson Amores

- A. Enclosed under Tab No. 2 are the Minutes of the Board of Governors Meeting held on January 19, 2018.
- B. Enclosed under Tab No. 3 is the Agenda of the Board of Governors Meeting held on April 8, 2018.

The Board of Governors is meeting to discuss and approve changes to the bylaws and new rules. Lobbied to change the Immediate Past President position, bridge the gap program, and elections.

6. Report of WVU Law School Representative – Ms. Assif – not present

7. Committee Reports and Old Business

A. Young Lawyer Education and Mentoring

1. Practice Handbook – Mr. Hayhurst

Every chapter needs to be updated. Jessica Haught and Oliva at WVU to author chapters. Discussion of a subcommittee to take on the handbook. Lori Counts will be the chair of this committee. Hillary, Ashton, Angela, Matthew B., and Justin.

2. Bridge the Gap – Vice Chairperson Amores

Enclosed under Tab No. 4 is the Bridge the Gap Committee List.

Each subcommittee will be asked to provide an update on the status of securing speakers for the April 8, 2019 program.

Fall 2019 Program Date and Location: November 22, 2019 at the Bridgeport Conference Center in Bridgeport, West Virginia.

WVSCA issued order on October 25, 2017, establishing the in-person Bridge the Gap Program within 24 months. First will be April 8, 2019 in Charleston, WV. Mike, Kirscha and Madeline have been contacted to get the word out to the rising new lawyers.

New members have been assigned to committees.

Update on speakers – we can cover expenses, travel and lodging, but not a speaking fee. Vice Chairperson Amores would like to have all speakers lined up by July Quarterly Business Meeting. Engagement

letters/invitations for the speakers will be drafted by Kyle Moore.

Thank you notes for the speakers will be handwritten by Joanie.

3. Young Lawyer Mentoring Program – Vice Chairperson Amores

Mr. Hayhurst moved to approve the creation of an online mentor-mentee matching platform by geographical location and practice area to be made active on April 10, 2018. Mr. Broadwater second.

ACTION TAKEN: The Executive Committee voted to approve the creation of the online mentor-mentee matching platform as laid out in the above motion.

Ms. Bias volunteered to draft the message for the Bar Blast and the feedback form for the mentee. Bar Blast will be sent out after this meeting and a packet will be shared with Madeline Jake to give to the newly admitted lawyers.

4. Admissions Ceremonies – Chairperson Smith

Secretary Cofer and Ms. Bias will cover the May admission ceremony. If you are in driving distance, please volunteer to be present.

B. Law Student Education and Mentoring

1. Lunchtime Lecture Series – Mr. Hayhurst

Two scheduled in the fall semester, Meshea came and talked to state bar and 45 law students attended. And last month had the social media ethics presentation by ODC and only four students in attendance. Rob Zack will be taking over this committee as the new District 14 representative.

2. Bar Prep Social Media and Bar Exam Mentorship – Ms. Chapman

ACTION REQUESTED: The Executive Committee will be asked to approve the elimination of this program.

Mr. Raber moved to eliminate this program. M. Bradford seconded the motion.

ACTION TAKEN: The Executive Committee unanimously passed the motion to eliminate the bar prep social media and bar exam mentorship

program.

3. Bar Exam Box Lunches – Vice Chairperson Amores

Ms. Bias agreed to take over as the Chair this program. Need to make sure that it is publicized that it is for everyone taking the bar exam, not just WVU students. July bar dates are July 24 and 25, 2018.

C. Community Outreach

1. World Wise Web – Ms. Mallow

Mr. Litten moved to approve the elimination of this program, Mr. Raber seconded the motion.

ACTION TAKEN: The Executive Committee approved the motion to eliminate this program.

2. West Virginia Law Adventure – Ms. Cofer

Mr. Chapman moved to terminate partnership with this program. Mr. Hayhurst seconded the motion.

ACTION TAKEN: The Executive Committee approved the motion to termination partnership on this program.

3. Law Day – Vice Chairperson Amores

Mr. Broadwater moved to discontinue the ABA programming as an official program of the Young Lawyers Executive Committee, Mr. Hayhurst seconded the motion.

ACTION TAKEN: The Executive Committee approved the motion to discontinue this program.

4. Middle/High School Mentors – Vice Chairperson Amores

Mr. Hayhurst moved to remove this item from our agenda and discontinue as an official program, Ms. Counts seconded the motion.

ACTION TAKEN: The Executive Committee approved the motion to discontinue this program.

5. Special Projects/Public Service Committee – Mr. Litten

Diaper drive – huge success! Mr. Litten has a list to distribute the diapers to within each of the districts.

WV Women’s Attorneys are doing a project with the Bartlet house in Morgantown to fill bags with feminine products and other toiletries and would like the YLC to assist.

Ms. Doss and Secretary Cofer will be the new co-chairs of this committee. All are reminded to take pictures and send to Ms. Bias to be placed on social media.

6. WVU Women’s Business Center and Entrepreneurship – Mr. Lockhart

Functions as a sort of referral system, however they have not contact us in at least eight months. Will stay on agenda for next meeting.

D. YLS Technology Committee – Ms. Bias

1. YLS Website – Ms. Bias

2. Social Media – Ms. Bias

Please be sure to email or text Ms. Bias pictures or information to send out to young lawyers via social media. Dane will be on the committee with Ashton.

All minutes and chair articles are currently on the website now. Also, your photo and contact information will be updated after this meeting.

E. Budget Committee – Secretary Cofer and Ms. Koreski

No update.

F. Bylaws Revision – Chairperson Smith

Enclosed under Tab No. 5 is the final draft from the Bylaws Subcommittee of the Board of Governors which has been set for final approval this date.

This committee will remain through next meeting.

G. Annual Meeting – Chairperson Smith

1. Young Lawyer of the Year and Mentor of the Year

Secretary Cofer will send out letters to those who were nominated so that

they know that they were nominated.

2018 Award Recipients:

Young Lawyer of the Year - Dominique Razzook
Mentor of the Year - Teresa McCune

2. Annual Meeting Sponsored Speaker

Mr. Hayhurst moved to eliminate the selection of a speaker for the annual meeting in the future, Ms. Counts seconded the motion.

ACTION TAKEN: The Executive Committee approved the motion to eliminate the selection of the speaker.

H. District Events for the Current Year – District Representatives

Please have at least one district event this year.

Mr. Chapman is planning a lunch and learn with federal judges.

I. Other Old Business

1. Attendance requirements

8. New Business

A. Membership Services Survey

Survey will be sent to Young Lawyers to gauge what sort of programming our constituency wants and will best serve them.

New lawyers are not necessarily getting communications from the bar due to not having a county selected. Vice Chairperson Amores will talk with Mike Mellace regarding correcting it so that all newly admitted lawyers are getting communications.

B. JLAP Liason – Mr. Zak

C. Election of Secretary

Nominees

Eric Hayhurst
Tim Litten

Eric Hayhurst is new Secretary of YLC.

9. Regional Officer Reports

10. Next Executive Committee Meeting – July 20-21, 2018: Adventures on the Gorge, Lansing, West Virginia.

Additional upcoming meetings:

October 12-13, 2018: Stonewall Jackson State Park, Roanoke, West Virginia

January 11-12, 2019: Blennerhasset Hotel, Parkersburg, West Virginia

April 7-8, 2019: Embassy Suites Hotel, Charleston, West Virginia

11. Adjournment