

OCTOBER 21, 2011 EXECUTIVE COMMITTEE MEETING MINUTES

**1. Roll Call/Introductions:** The following attended the meeting, in person and remotely: Rina Goodman, Mark Baumann, Jeff Bean, Paris Kallas, Courtney Kaylor, Paul McVicker, and Kathleen Wareham.

**2. Approval of Minutes:** Minutes of the September 2011 Executive Committee will be presented for approval at the November 2011 meeting.

**3. Modifications to Agenda:** None.

**4. Consent Agenda:** None.

**5. Reports:**

**a) Chair:**

i. The Chair reported that the process established by Steve Crossland and the Executive Committee at the Retreat has taken place, with good faith participation. The process is complete. Although the process and its details are confidential, the Executive Committee should be assured that a system, consistent with the by-laws, is in place allowing Rina and Jeff to work together with the common goal of serving the Section's members and advancing the Section's mission.

ii. The Chair selects the following committee chairs:

Education Committee: Paris Kallas

Legislative Committee: Paul McVicker

Media and Communications: Mark Baumann

Membership: Adrienne Keith

WSBA CLE Liaison: Lish Whitson

Land Use Mediation: Courtney Kaylor

NW DR Conference: Kathleen Wareham

These selections are subject to Executive Committee approval. Given the lack of a quorum, the slate will be submitted for approval by email vote.

iii. Executive Committee meeting schedule: possible adjustment to meeting schedule is deferred until Chair-Elect's new schedule is better known.

iv. Executive Committee membership appointment process: A draft grid (based on Board-Source) was distributed for review. Following discussion, it was determined that finalizing the grid would be referred to the Operations Committee. Jeff Bean will follow-up with history of Operations Committee, its creation and its mandate. The Executive Committee will consider whether to add at least one non-officer to Operations Committee.

v. WYLD Liaison: The Executive Committee has received requests from two individuals to serve as liaison. Upon review of the requests, a majority of those present recommend Ms. Ling. The decision will be submitted to the Executive Committee by email vote.

vi. Bylaws: A concern was raised whether the pending bylaws contain a jurisdictional statement. This issue is referred to the Operations Committee for review and recommendation.

vii. Referral to Committees: Chair reported several recent referrals to committees for consideration. Chair requests that upon timely receipt of referral, committee chairs report back at next Executive Committee meeting regarding response to referral.

viii. Announcements:

- a) BOG October 28 meeting: Chair invited, but unable to attend, October 28 BOD meeting. Anyone interested in attending should advise Chair. Because Section presence at BOG meetings furthers Section goals, it was agreed that Executive Committee will attempt to secure attendance at most BOG meetings. Chair will post BOG schedule and agenda.
- b) Section Leaders Meeting: Chair will attend November 2 meeting. Jeff Bean reports the meetings provide valuable information. It was agreed that attendance is encouraged and should not be limited to Chair, Chair-Elect, and Treasurer (members to whom generic invitation is extended).
- c) Dispute Resolution Board ABA Negotiation Competition on October 28, 2011: Attendance and participation strongly encouraged. Jeff Bean agreed to post event, as well as encourage/assist Board in learning to use website for posting.

**b) Treasurer:** August 2011 financials presented; treasurer not present.

**c) Secretary:** Retreat report is in progress and will be posted soon for review and comment.

**d) Committee Reports:**

i. Education Committee: Paris Kallas will be sending out section wide invitation to join committee.

ii. Legislative Committee: Paul McVicker presented update regarding November 17 UCLA forum. The program is posted on website, attendance (in person or webcast) is strongly encouraged. E-blasts will be coordinated with Mark Baumann.

As to the FFA, a meeting with Representative Orwall is scheduled for October 27 to address a technical fix bill. The Executive Committee will need to respond promptly to recommendations (pending) by Real Estate Property and Probate Section. The Legislative Committee will conduct initial review and submit a recommendation to the Executive Committee for an October 26 email vote.

iii. Membership Committee: The October 17 forum was a success. Approximately 40 people attended. Throughout the year the Membership Committee will be calling on Executive Committee members to attend and help support membership events. Executive Committee members are encouraged to sign up for events. The membership committee is encouraged to discuss it's goals regarding serving current members and/or outreach to new members, and report to the Executive Committee. The Treasurer is encouraged to forward to the Membership Committee Chair the names of new members as they join the section. Rina will forward to Kathleen and to Adrienne information she has received about recruiting members at the NW DR Conference.

iv: NW DR Conference Committee: The Requests for Proposals have been sent out and are available on the conference website hosted on the WSBA ADR section site. The deadline for submission of proposals is November 23, 2011. In addition to review of proposals, the planning committee invites speakers to present on particular subjects. Several speakers have accepted invitations, including Nina Meirding, John Medina and Lee J. Burman. The WSBA ADR Executive Committee members who already are participating and those wishing to participate with conference planning will meet and discuss how they will coordinate their roles on behalf of the Executive Committee.

v. Land Use Committee: The committee is continuing to gather information, serve as a clearinghouse and serve as an advocate encouraging environmental and land use mediation. The committee is working on a pilot project with high profile cases, offering pro bono mediation services for educational purposes. Initial intake and ultimate exit interviews will be used to evaluate the use of mediation, hopefully for 4 to 5 projects.