



2019 – 20

WELCOME  
GUIDE



Dear Colleague,

On behalf of the more than 5,500 members of the Mecklenburg County Bar (MCB), I congratulate you and welcome you to our ranks. You are part of a proud organization with a rich history that for more than 100 years has played an important role in shaping our profession and helping develop our county.

The MCB is pleased to serve as your portal into the Mecklenburg County legal community through a multitude of services and volunteer opportunities. Through the MCB you can take advantage of top-rate, affordable CLE programs, connect with your fellow colleagues at networking, social and sporting activities, find a mentor through the Linking Lawyers Mentoring program, build your practice through our Lawyer Referral Service, and give back to the community through pro bono and volunteer opportunities coordinated by the Pro Bono & Legal Recruitment Committee.

If you are 36 years of age or younger, or within your first three years of practicing law, I encourage you to participate in our Young Lawyers Division (YLD). Newly admitted lawyers who are eligible for YLD will be granted FREE membership in the YLD for the fiscal year in which he or she is sworn-in. The YLD provides an invaluable opportunity for newly licensed lawyers to network with one another, while you adjust to life as a lawyer and acclimate to life in Mecklenburg County.

I strongly encourage you to take full advantage of all the MCB has to offer. Get involved, join committees and sections of interest, and become leaders. Get to know your fellow attorneys. Give back to your community. If you do so, I am confident you will find your experience as a Mecklenburg County attorney more satisfying and fulfilling, both personally and professionally. If you have ideas on how MCB can better serve you, please feel free to contact me or MCB Interim Executive Director Leah Campbell at 704/375-8624.

Sincerely,



Christopher C. Lam  
*MCB President, 2019-20*  
Bradley Arant Boult Cummings LLP



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# PROFESSIONAL GOVERNANCE: THE DISTRICT BARS AND THE STATE BAR

OFFICE OF THE SECRETARY

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## MEMORANDUM

**To:** District Bar Officers  
**From:** L. Thomas Lunsford II  
**Re:** Professional Governance: The District Bars and the State Bar

Congratulations on having been elected as an officer of your judicial district bar. Thank for your willingness to participate in an important aspect of the legal profession's self-regulation. This memorandum is offered as a detailed description of how the legal profession in North Carolina is to be governed at the local or "district" level. While most of the state's regulatory authority relative to the legal profession has been vested in the Council of the North Carolina State Bar, it is plain from Chapter 84 of the General Statutes that the judicial district bars have a significant role to play in professional governance. As a practical matter, the ways in which district bars fulfill their responsibilities vary greatly, generally as a function of the number of lawyers included within the district. For instance, some district bars are well financed, well organized and are administered by paid professional staff. They engage in a wide array of regulatory activities. On the other hand, many districts where lawyer population is small and widely dispersed have little, if any, organizational structure and function at the most elemental level. I intend for this memorandum to serve as a sort of basic primer relative to the structure, organization, financing, and activities of the judicial district bars and to outline the relationship between the North Carolina State Bar and the various judicial district bars.

### **What is a judicial district bar?**

Judicial district bars (hereinafter "district bars") are subdivisions of the North Carolina State Bar, subject to the general supervisory authority of the Council. They may adopt rules, regulations, and bylaws which are not inconsistent with the provisions of Chapter 84 of General Statutes. N.C. Gen. Stat. 84-18.1(a). There are 45 district bars, one for each judicial district. For these purposes, judicial districts are generally coterminous with the prosecutorial districts established by the General Assembly. N.C. Gen. Stat. 84-19. That being the case, if the General Assembly should at any time reconfigure the prosecutorial districts, there would be a similar reconfiguration of judicial districts for the purposes of the State Bar. Should an additional prosecutorial district be created, there would likewise be created by operation of law a new judicial district and a new district bar.

The North Carolina State Bar is an agency of the state of North Carolina created by the General Assembly. N.C. Gen. Stat. 8-15. As a subdivision of the North Carolina State Bar, each district bar is also an agency of the state of North Carolina. Persons acting on behalf of the district bar within the scope of the district bar's regulatory responsibilities are acting on behalf of the state of North Carolina and in that capacity are clothed with qualified immunity from suit. That is to say, they cannot be sued for damages unless they have acted wrongfully with malice.

Because the district bar is an agency of the state of North Carolina, its revenues must be regarded as public funds and as such must be used only for valid public purposes. Since the state of North Carolina is generally not subject to taxation by the federal government, it is not necessary for the district bar to file a federal income tax return. However, district bars should obtain federal tax ID numbers in order that earnings on deposits might be properly reported by financial institutions.

### **Who belongs to a district bar?**

Every active member of the North Carolina State Bar residing in the state of North Carolina is deemed a voting member of the district bar in the judicial district in which the member resides. Unless informed to the contrary, the State Bar assumes that the address maintained for each member in its official records is indicative of the judicial district in which he or she resides. N. C. Gen. Stat. 84-34. A lawyer may elect to participate in the district bar where he or she practices (if different than where he or she resides) by informing the secretary-treasurer of the North Carolina State Bar of his or her decision in writing. N.C. Gen. Stat. 84-16. Whenever a roster of district bar members is desired, a list can be produced by the State Bar's computer showing each lawyer who is resident in the judicial district or who has elected to affiliate with the district bar despite his or her status as a nonresident. If possible, the district bar president should appoint some member or members of the local bar to review the list to identify errors or omissions and report any such matters to the North Carolina State Bar.

Only active members of the North Carolina State Bar are eligible to vote in district bar elections. Since members of North Carolina's judiciary are active members of the North Carolina State Bar, they are entitled to vote and must pay mandatory membership fees if any are duly assessed. Inactive members of the North Carolina State Bar may not vote in district bar elections nor may they be compelled to pay district bar dues. If the district bar wishes to establish a category of honorary membership, inactive members of the North Carolina State Bar may affiliate on that basis.

Tammy Jackson is the State Bar's membership director. She is primarily responsible for maintaining the State Bar's membership database. She will be pleased to respond by telephone or in writing to inquiries regarding the membership status of any particular lawyer and will provide upon request the entire membership roster of the district bar in an electronic format (a text file or Excel spreadsheet as requested). She can also provide mailing labels for each member of the district bar when labels are needed for official district bar business.

### **What are the responsibilities of the district bar?**

The district bar is required to do relatively few things. However, those things must be done correctly. Here is what is required of the district bar:

1. The district bar must elect one or more of its members to sit on the North Carolina State Bar Council. N.C. Gen. Stat. 84-17 and 84-18.

2. The district bar must choose up to five nominees for submission to the governor in filling district court vacancies in the district. N.C. Gen. Stat. 7A-142.
3. When the public defender district is coterminous with the district bar, choose two or three nominees for submission to the senior resident superior court judge for appointment to a public defender vacancy. N.C. Gen. Stat. 7A-498.7(6).
4. The district bar must adopt bylaws and submit those bylaws to the State Bar Council for approval. 27 N.C. Admin Code 1A, Rule .0900.
5. If a district bar elects to assess an annual membership fee, the district bar must follow the procedures in 27 N.C. Admin Code 1A, Rule .0902, and, to avoid conflicts with the State Bar's collection of membership fees, must adopt a fiscal year that is not a calendar year. 27 N.C. Admin Code 1A, Rule .0903.

The items on the foregoing list constitute the entire universe of things that district bars are required to do. Allow me to elaborate on each of these responsibilities.

**Council elections** - Elections of State Bar councilors are controlled in large part by very specific rules of the State Bar. 27 N.C. Admin Code 1A, Rule .0800 et. seq. Of particular importance is the notice requirement specified in Rule .0802. That rule requires that notice of an election to fill a seat on the Council must be mailed to each member of the district bar by the secretary-treasurer of the North Carolina State Bar at least 30 days before the election. Visit the district bar section of the State Bar website to view sample notices [http://www.ncbar.gov/district/district\\_bars.asp](http://www.ncbar.gov/district/district_bars.asp). Obviously, this is to ensure that anyone interested in participating, either as a voter or as a candidate, has sufficient notice of the election. The State Bar's rules do not attempt to prescribe specific electoral procedures but do prohibit cumulative voting and absentee ballots. The rules also require that voting be done by secret ballot and that election be by a majority of the votes cast. The district bar in its bylaws has substantial freedom to adopt electoral procedures consistent with these requirements so long as the procedures are fair. Rule .0804 of the same section permits district bars to adopt bylaws for election of councilors by mail. The rule requires that a written ballot be mailed to each active member of the district bar at the member's address on file with the State Bar. The procedure for numbering ballots is set forth in the rule. Rule .0805 of the same section permits district bars to adopt bylaws for election of councilors by electronic vote, the procedure for which is set forth in the rule.

**Election of district court nominees** – The district bar's role in the selection of district court nominees is entirely a matter of statute. N.C. Gen. Stat. 7A-142. There is a recommended model bylaw to govern such elections. However, the district bar is free to develop its own procedures so long as they are fair. District bars are encouraged to adopt a bylaw in advance of the need to hold such an election. See the district bar section of the State Bar website [http://www.ncbar.gov/district/district\\_bars.asp](http://www.ncbar.gov/district/district_bars.asp) for sample notices and a sample letter to the Governor's office.

**Election of public defender nominees** – The district bar's role in the selection of public defender nominees is also entirely a matter of statute. N.C. Gen. Stat. 7A-498.7(6). Note that those entitled to vote for such nominees are “attorneys resident in the defender district . . .” and not attorneys resident in the judicial district. Note also that the balloting is conducted pursuant to rules adopted by the Commission on Indigent Defense Services. The commission should be contacted in the event of a public defender vacancy.

**Bylaws** – There are model bylaws for district bars in the State Bar rules. N.C. Admin Code, 1A Rule .1000 et seq. Although each district bar must adopt bylaws, there is no requirement that they be the same as the model bylaws. However, the model bylaws are the product of a great deal of careful study and would probably suit the needs of most, if not all, of the district bars. A copy of the model bylaws is available on the district bar section of the State Bar website [http://www.ncbar.gov/district/district\\_bars.asp](http://www.ncbar.gov/district/district_bars.asp). Please note that the model bylaws provide the answers to many questions concerning the governance of district bars, particularly in regard to the handling of district bar finances. Note also that the model bylaws do not attempt to prescribe procedures for every aspect of district bar affairs. For instance, the model bylaws contemplate that district bars may wish to formulate their own election procedures. If your district bar is currently without bylaws or is operating under bylaws that have not been recently reviewed, I urge you to appoint a committee for the purpose of reviewing any existing documents in light of the model bylaws. A copy of your district bar's current bylaws should be maintained on file with the State Bar and will be provided to you upon request. If our copy of the bylaws is not current, please send any amendments to your district's bylaws to Peter Bolac at the North Carolina State Bar.

### **What is the relationship of the district bar to the State Bar?**

As was previously noted, the district bar is a subdivision of the North Carolina State Bar. N.C. Gen. Stat. 84-18.1. This statute makes clear that the district bars are subject to the general supervisory authority of the State Bar Council. As a matter of fact, the State Bar has historically exercised relatively little supervision or control over district bar operations. Although a district bar may voluntarily assume some programmatic responsibilities (local grievance and fee dispute mediation committees), relatively few mandates have issued from the State Bar in regard to district bar affairs. The current leadership of the North Carolina State Bar does not anticipate any further shifting of regulatory responsibilities from the State Bar to the district bars in the near term. However, it is clear that the State Bar must play an active role in ensuring that the governmental responsibilities are delegated to the district bars are performed competently and in accordance with law. This is particularly important in regard to the handling of district bar elections and district bar finances.

The State Bar believes that education and communication are the keys to ensuring that each new generation of district bar officers has the information necessary to manage the affairs of the district bars appropriately. It is hoped that this memorandum will go a long way toward dispelling most of the ignorance and many of the misunderstandings relating to the governance of the legal profession at the local level. We realize, of course, that it is impossible to anticipate and deal with every contingency in a document of this sort. That being the case, the Administrative Committee of the State Bar Council was assigned the responsibility for helping the districts to fulfill their regulatory responsibilities. This committee hired Peter Bolac as district bar liaison to coordinate district bar activities. Mr. Bolac is available to assist you with your programmatic responsibilities and administration of your district bar.

### **District Bar Finances**

North Carolina is unique in that the agency responsible for regulating the legal profession, the North Carolina State Bar, has political subdivisions that have the power to tax. On the one hand, this arrangement gives lawyers at the local level significantly more freedom and flexibility in their regulatory efforts than if there were no reliable source of funding. On the other hand, there follow from the decision to levy taxes many worrisome obligations relating to the exaction, stewardship, and use of tax money.

## **Lease of Space**

The district bars, as well as the North Carolina State Bar, are required by statute to seek approval from the Governor and the Council of the State before leasing or buying property. We are familiar with the procedures and will be happy to assist you if your bar needs to lease or buy space.

## **Proper Uses of Dues**

It should be remembered that annual membership fees or “dues” paid by lawyers to the State Bar, or to the district bars to which they belong, become public funds in the hands of the government. As such, these revenues may be used only for public purposes. Accordingly, the North Carolina State Bar has, as a matter of policy, declared that funds derived from dues payments may not be used to reimburse councilors or other State Bar officials for expenditures relating to alcohol consumption, personal entertainment, or the attendance of a spouse or guest at an official business function. Given that the district bars are subject to the same legal strictures as the North Carolina State Bar, these policies should also be observed at the district bar level.

Two other points are worth making in this regard. First, the district bar may use voluntary contributions to purchase goods or services that could not be legitimately acquired by the use of public funds. If the district bar wishes to serve alcohol at one of its functions or bestow a contribution on some deserving charity, those transactions can certainly be financed from private funds. In situations where voluntary contributions are used to finance acquisitions or activities, which might not have been properly financed with mandatory dues, careful records should be kept and appropriate explanation should be given to the membership.

Second, activities that might seem inappropriate for sponsorship by the district bar may be legitimately funded if there is some substantial official business purpose associated with the event. For instance, a monthly bar luncheon that is intended to provide an opportunity for the members of the bar to socialize, might be appropriately paid for with dues money if a brief business meeting is convened. Collection of mandatory and voluntary membership dues should be the primary means of financial support for district bars, as fund-raising activities are discouraged and often do not serve a public purpose.

## **For what purposes can district bar dues be properly spent?**

Revenues derived from district bar dues must be spent for public purposes. However, not all public purposes are appropriate uses of such funds. Generally speaking, the State Bar and the district bars are entitled to use dues money to support political or ideological causes only where such expenditures can be said to relate to the regulation of the legal profession or the improvement of legal services to the public. These legitimate purposes were identified by the United States Supreme Court in *Keller v. The State Bar of California*, a case wherein dissident members of the California State Bar argued on constitutional grounds that certain expenditures of the State Bar were constitutionally impermissible. In *Keller*, the Supreme Court specifically determined that mandatory dues revenues could not be used to advocate positions in controversies, which were primarily ideological or political, unless the issues involved were directly related to the legitimate purposes identified above. A footnote suggests that there might exist some issues so fraught with political content that they might not properly be the object of dues financing, even though they might arguably have something to do with the regulation of the legal profession or improvement of legal services to the public.

As was recognized by the Supreme Court in *Keller*, it is relatively easy to identify some expressive

activities on either extreme as appropriate or inappropriate objects of mandatory dues funding. Certainly, it would be wrong to appropriate dues money to lobby Congress for a nuclear freeze or to support a candidate running for the office of president of the United States. Likewise, it is clear that dues money can be used appropriately to run a district bar grievance committee or to organize and produce a CLE program. Unfortunately, there is much in the gray area. Some would contend, for instance, that the organized bar might legitimately use dues monies to campaign on behalf of a local bond referendum to build a new courthouse. Others might argue that dues money might be used to lobby the state legislature for a bill providing for merit selection of judges. In both instances, there would be a clear nexus to the administration of justice and the issues presented would be of particular interest to lawyers. Nevertheless, in both cases the issues are essentially political questions not relating directly to the regulation of lawyers or the availability of good legal services. If dues were spent to lobby for or against the bond referendum or the merit selection bill, dissident members of the bar might successfully argue, on the basis of the Keller decision that their First Amendment rights had been violated by use of their tax monies to support political ideas to which they do not subscribe. To avoid that possibility, district bar leaders are urged to examine each expenditure of district bar funds derived from mandatory dues to ensure that no expenditure is made for an improper purpose.

Please note that disbursements from mandatory dues revenues can be inappropriate even if the expenditures are politically neutral and can be fairly said to serve some public purpose. In an Attorney General's opinion in 2001 on the funding of a program to provide mental health services to lawyers and their families (the BarCARES program), the Attorney General's Office concluded that the funding of such a program with mandatory district bar membership fees is a lawful use of the funds "as long as the program is restricted to attorney members of the Bar and is directly related to addressing identifiable problems which are affecting, or which may in the future affect, an attorney's competence to practice law or professional conduct." A copy of the AG's opinion can be found on the district bar section of the State Bar website. In spending public funds the district bar, like the State Bar, may act only in consequence of the powers and purposes enumerated in Chapter 84 of the General Statutes, most particularly, N.C. General Statute section 84-23.

### **Bifurcating the District Bar**

As was previously mentioned, one way of dealing with the problem of ensuring that public funds are spent only for appropriate public purposes is to collect voluntary contributions from members who support the particular expenditures in question and to handle the entire matter separate and apart from mandatory dues collections. That is a very reasonable approach to the problem on an ad hoc basis. However, in some districts, lawyers have found that they can more easily and efficiently undertake a broad program of activities by organizing themselves into two organizations. There is, of course, the official district bar that remains a political subdivision of the North Carolina State Bar and handles its funds in accordance with the restrictions imposed by Keller. There is also the voluntary district bar which is funded by contributions from the membership and which is free to engage in any political, philanthropic, or frivolous activities that may seem warranted. The district bar has been split along these lines in Wake County, for instance, where the two organizations operate side by side with separate slates of officers but with a common executive director. Very careful accounts are kept of dues receipts and expenditures. When there is any doubt as to the propriety of an expenditure for the 10th Judicial District Bar, the Wake County Bar Association is able to act freely. While the State Bar Council has taken no position as to the desirability of this arrangement, it is clearly working well in some districts and is deserving of consideration in those localities where lawyers would like to organize for purposes other than professional regulation. The State Bar would be happy to facilitate any such arrangement and is, of course, available to consult on any Keller questions that might arise in any context.

## **Imposition of Dues**

N.C. General Statute section 84-18.1 specifies how mandatory district bar membership fees can be assessed. According to the statute, a district bar may assess mandatory membership fees in amounts not exceeding the annual dues of the North Carolina State Bar (currently \$300 per year) upon a vote of a majority of those in attendance at a duly called meeting of the district bar. For any such action to be valid, there must be issued at least 30 days in advance of the meeting a written notice to each active member of the district bar that the matter of dues will be considered. The statute permits the assessment of a late fee not to exceed fifteen dollars (\$15.00) for failure to pay judicial district bar dues on time. It should be noted that the power of the State Bar might be invoked to assist the district bars in the collection of dues. When attorneys are 12 months in arrears in regard to district bar dues, officials of the district bar may report their delinquency to the State Bar which will then issue to the subject attorneys notices to show cause why their law licenses should not be suspended for nonpayment. Attorneys who have not paid or shown good cause for failing to pay within the time allowed will have their licenses suspended. To facilitate such matters, it is always helpful for the district bar to specify, at the time it imposes the dues obligation, precisely when dues payments are due and when they become delinquent.

## **Financial Administration**

The State Bar does not impose upon the district bars strict rules for the handling of dues revenue with three exceptions. If dues are assessed, the district bar must notify the State Bar, 27 N.C. Admin. Code 1A, Rule .0902(a), and it must adopt a fiscal year that is not a calendar year to avoid interference with the dues collection procedures of the State Bar itself. 27 N.C. Admin Code 1A, Rule .0903. Also, within 30 days of the end of the district bar's fiscal year, the district bar must provide the State Bar with an accounting of the membership fees collected during the fiscal year. 27 NC Admin Code 1A, Rule .0902(b). Apart from these mandatory obligations, however, are some very useful suggestions contained in the model bylaws, which, if observed, should enable the responsible parties to handle their public funds appropriately.

Any district bar having money to deposit will need to get its own federal tax identification number. The district bar, like the State Bar, is not required to file federal or state tax returns. However, since any district bar having funds to deposit will no doubt want to deposit those funds at interest, it will be necessary to obtain a federal tax identification number in order that any interest earned can be regularly reported by the bank to the Internal Revenue Service. The district bar, like the State Bar, is also exempt from paying sales tax. However, the district bar must apply to the NC Department of Revenue for the exemption from sales taxes. The district bar, like the State Bar must charge sales tax on any item sold to a third party, including copies, labels, and publications. In addition, a district bar with staff must pay all applicable employment taxes.

The treasurer of the district bar should arrange for all funds to be kept on deposit, initiate any necessary disbursements, and keep appropriate financial records. The treasurer must prepare an annual financial report for submission to the North Carolina State Bar.

As a check against the possible mishandling of district bar funds, the model bylaws contain a provision requiring that at least two signatures of district bar officials be affixed to any check exceeding a certain amount. If the anticipated yearly receipts from membership fees would exceed \$20,000, the district bar should purchase a fidelity bond to defray any possible losses attributable to the malfeasance of the treasurer or any other officer or member of the district bar staff having access to district bar funds.

Although the model bylaws do not require that the accounts of the district bar be audited on any regular basis, it would be appropriate for any district bar expecting to handle a considerable amount of money to provide for an audit on an annual basis.

### **What can be done in the name of the district bar?**

Although the Keller case dealt primarily with the appropriate usage of mandatory dues, the constitutional principles articulated in that decision may limit not only the discretion of the organized bar in the expenditure of mandatory dues, but also the ability of the bar to make political endorsements. Just as it would violate the dissident member's freedom of association to compel his dues and then use them for political purposes unrelated to the legitimate mission of the State Bar, so also would it appear inappropriate to compel membership in the district bar and then to lend the district bars good name to political causes which are not directly related to the regulation of the bar or the availability of legal services.

### **The North Carolina Conference of Bar Presidents**

Presidents and presidents-elect of the district bars are automatically members of the North Carolina Conference of Bar Presidents, an organization that is independent of the North Carolina State Bar, but which receives financial support from the State Bar and the North Carolina Bar Association. The Conference is an unincorporated association dedicated to improving the administration of justice and the governance of the legal profession through the sharing of ideas, experiences, and professional values. The chair of the Conference heads an executive committee of twelve persons who develop policy for the organization and are responsible for providing its leadership. The Conference meets annually in January in conjunction with the Bar Leadership Institute of the North Carolina Bar Association. Officers of judicial district bars are encouraged to attend the January meeting.

A copy of the revised Bylaws for the Conference of Bar Presidents is available on the district bar section of the State Bar website [http://www.ncbar.gov/district/district\\_bars.asp](http://www.ncbar.gov/district/district_bars.asp) .

### **What are the responsibilities of councilors to the district bars?**

Each member of the North Carolina State Bar Council is expected to keep his or her constituents within the district bar informed of significant events relating to the administration of the North Carolina State Bar. A detailed summary of each of the State Bar's quarterly business meetings (called a synopsis of council action) is made available to all State Bar members on the State Bar website ([www.ncbar.gov](http://www.ncbar.gov)). A councilor may also convey information about the State Bar to his or her constituents in one of the following ways: mail the synopsis to each lawyer in the district; make an oral report at a quarterly meeting of the district bar; or publish the summary in the newsletter of the district bar. Beyond that, the bar councilor is expected to exercise his or her best judgment in voting on matters of business coming before the State Bar Council in order that the best interests of the people of North Carolina might be effectuated. Obviously, in determining how to cast his or her vote on matters of significance, the councilor is expected to be mindful of the views of his or her constituents and, to the extent possible, ensure that those views are represented.

In addition to advising his or her constituents as to the most recent actions taken by the Council, the councilor is also expected to assist district bar representatives in implementing programs that the Council requires the district bars to administer.

## **Conclusion**

Thank you again for your invaluable service to the legal profession and your community. Do not hesitate to call Peter Bolac, Assistant Executive Director, if you are ever in need of assistance. He can be reached at (919) 828-4620 or by email address: [Pbolac@ncbar.gov](mailto:Pbolac@ncbar.gov).

# BYLAWS OF THE MECKLENBURG COUNTY BAR - 26<sup>TH</sup> JUDICIAL DISTRICT

(As approved by the Bar membership on 5/23/18)

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## **ARTICLE I. Name and Identity**

The name of this organization is the Mecklenburg County Bar. The organization shall be the District Bar of the Twenty-Sixth (26<sup>th</sup>) Judicial District and shall be referenced as the “District Bar.”

## **ARTICLE II. Authority and Purpose**

The District Bar is a subdivision of the North Carolina State Bar (“State Bar”) and a state agency. The District Bar is formed and operates pursuant to the provisions of Chapter 84 of the North Carolina General Statutes and to render appropriate service to the public and the District Bar membership in improving and preserving the administration of justice.

## **ARTICLE III. Fiscal Year**

The District Bar's fiscal year shall begin on July 1 and shall end on June 30.

## **ARTICLE IV. Membership**

Section 1. District Bar Membership: The members of the District Bar shall consist of two (2) classes: active and inactive.

(a) Active Member: An Active Member shall:

- (i) be a resident of the Twenty-Sixth (26<sup>th</sup>) Judicial District or a non-resident who practices in the Twenty- Sixth (26<sup>th</sup>) Judicial District;
- (ii) keep a correct mailing address on file with the District Bar;
- (iii) be licensed to practice law in the State of North Carolina; and
- (iv) be an active member in good standing of the State Bar.

(b) Inactive Member: An Inactive Member shall:

- (i) have been an Active Member; and
- (ii) be currently inactive pursuant to Chapter 84-16 of the North Carolina General Statutes.

(c) Good Standing with District Bar: To be in good standing with the District Bar, a member must be an Active Member in good standing with the State Bar and not be delinquent on District Bar membership fees.

Section 2. Affiliate Membership: Affiliate Members shall be licensed to practice law but not Active Members. Affiliate membership is voluntary. Affiliate membership fees shall be the same as District Bar fees for Active Members. Affiliate Members may not participate in State Bar Councilor elections, judicial nominations, public defender nominations, District Bar officer elections, membership fee adjustment votes, District Bar Bylaws amendments, or other matters as may be specified by the Board of Directors.

Section 3. Other Categories of Membership: The Board of Directors may create other categories of membership that advance the mission and stated goals of the organization.

## **ARTICLE V. Meetings of District Bar Membership**

Section 1. Annual Meetings: The District Bar members shall meet annually in May at a time and place designated by the Board of Directors of the District Bar (“Board of Directors”). The District Bar shall publish at least fifteen (15) days prior to the date set for the Annual Meeting of the District Bar (“Annual Meeting”) to each member written notice of the time and place of the Annual Meeting. Failure to provide such notice shall not invalidate any action taken by those members present at the Annual Meeting.

Section 2. Special Meetings: Special meetings may be called at any time by the Board of Directors or the President. The District Bar shall publish five (5) days prior to the date set for the special meeting to each member written notice of the time, place and purpose of the special meeting.

Section 3. Quorum: Those Active Members present at either Annual Meetings or special meetings of the District Bar members constitute a quorum, and there shall be no voting by proxy.

## **ARTICLE VI. Officers**

The Officers of the District Bar shall be a President, President-Elect, Vice President, Secretary, Treasurer, Immediate Past President and the Executive Director of the District Bar (“Executive Director”) (collectively, “Officers”). All Officers, except the Executive Director, must be Active Members at the time of their election and at all times during their tenure of office. The Executive Director shall be a non-voting ex officio officer.

Section 1. President: The President shall be the chief elected officer. The President shall preside at all regular and special meetings of the Board of Directors and of the Executive Committee of the District Bar (“Executive Committee”). If the President and the President-Elect are unavailable to preside over any meeting, the President shall designate another officer to preside. The President shall be an ex officio member of all District Bar Committees, Sections, Divisions and Other Groups.

Section 2. President-Elect: The President-Elect shall work with the President in all aspects of the President’s duties. The President-Elect shall assume the duties of the President during the period of any temporary absence of the President. If the office of President becomes vacant for any reason, the President-Elect shall immediately assume the office of President and shall succeed to fill the elected term as President.

Section 3. Vice President: The Vice President shall perform any duties prescribed for the office by the Board of Directors, the Executive Committee, or the President, except for those duties designated for other Officers.

Section 4. Secretary: The Secretary shall supervise recording and maintaining minutes of Board of Directors and Executive Committee meetings and shall ensure all such meetings are duly noticed.

Section 5. Treasurer: The Treasurer shall assist in the preparation of the annual budget for the District Bar, give updated budget reports at meetings, oversee the preparation of the annual statement to the membership on the financial condition of the District Bar and oversee preparation of any required financial reports. The Treasurer shall serve as the chair for the Finance Committee.

Section 6. Immediate Past President: The Immediate Past President shall serve as the chair of the Nominating Committee of the District Bar (“Nominating Committee”).

Section 7. Executive Director: The Board of Directors may employ an Executive Director. The Executive Director reports to the President. The Executive Director shall have all the powers necessary for the general management of the District Bar. The Executive Director shall have the authority to sign and execute on behalf of and in the name of the District Bar all authorized deeds, mortgages, bonds, and other instruments. The Executive Director shall be a non-voting ex officio member of the Board, Executive Committee and of all District Bar Committees, Sections, Divisions and Other Groups. The Board of Directors may terminate the Executive Director. Pending the call of a special meeting of the Board of Directors, the President may immediately suspend the authority of the Executive Director to act. This period of suspension shall extend no longer than ten (10) days.

Section 8. Terms of Office: The office of the President shall automatically be filled by the President-Elect from the preceding year. The office of the Immediate Past President shall be filled by the President from the preceding year. The President-Elect, Vice President, Secretary and Treasurer shall serve for a term of one (1) year commencing with the first day of the fiscal year following the Annual Meeting at which said Officer was elected.

Section 9. Election: At the Annual Meeting, the President-Elect, Vice President, Secretary and Treasurer shall be elected by majority vote of the Active Members present.

Section 10. Duties: The duties of the Officers shall be such as are usual and customary for such Officers, as are specified in these Bylaws, and as may from time to time be designated by resolution of the District Bar, the State Bar and the applicable laws of the State of North Carolina.

Section 11. Vacancies: In the event of a vacancy in the office of President-Elect, Vice President, Secretary or Treasurer, any such vacancy shall be filled by the Board of Directors until the next Annual Meeting. A person chosen by the Board of Directors to fill such a vacancy shall serve in said office until a successor to the office is duly nominated, elected and qualified. The slate of Officers to be elected at the Annual Meeting if the President-Elect position was vacated shall include the President. In the event of a vacancy in the office of the Immediate Past President, the President may assign the duties of the Immediate Past President to an Active Member.

Section 12. Notification: Within ten (10) days following the Annual Meeting, or the filling of a vacancy in any office, the Executive Director of the State Bar shall be notified of the names, addresses and telephone numbers of all Officers.

Section 13. Removal from Office: The District Bar, by a two-thirds (2/3) vote of its Active Members present at a duly called meeting, may remove any Officer. The position of any Officer who ceases to be an Active Member or who is removed from office pursuant to this paragraph shall immediately be deemed vacant and shall be filled as provided in Article VI, Sections 2 and 11. Pending the call of a special meeting of the District Bar, the Executive Committee, acting by a vote of no fewer than five (5) of its members, may suspend immediately the authority of an Officer to act. This period of suspension shall extend no longer than ten (10) days. This paragraph shall not apply to the Executive Director.

## **ARTICLE VII. Board of Directors and Executive Committee**

### Section 1. Board of Directors:

(a) Scope of Authority: The Board of Directors shall have full power and authority to take such action on behalf of the members of the District Bar in all matters which may come before the Board of Directors. However, the Board of Directors may not impose on its own authority any mandatory fees upon the District Bar membership, elect any Officers, members of the Board of Directors or State Bar Councilors (subject to the provisions stated in Article VI, Section 11), select Judicial Vacancy nominees, or enact changes to these Bylaws. The Board of Directors may, in its discretion, create and abolish Committees, Sections, Divisions as well as Other Groups.

(b) Terms, Membership and Election: The Board of Directors consists of the following:

(i) Eighteen (18) Active Members – the terms of office of the members of the Board of Directors shall be staggered so that six (6) members, two (2) of whom shall be Young

Lawyers Division (“YLD”) members preceding their election, must be elected by the members of the District Bar at each Annual Meeting to serve for a term of three (3) years or until their successors shall have been elected and qualified. No member may be eligible to serve consecutive three-year (3) terms;

(ii) The American Bar Association (“ABA”) Delegate shall be an Active Member and shall serve a term of two (2) years, and the same Active Member may be re-nominated to serve up to two (2) additional terms;

(iii) The YLD Chair shall be filled by a member of the YLD for a term of one (1) year, taking into consideration recommendations from the YLD Council; and

(iv) The President, President-Elect, Vice President, Secretary, Treasurer, and Immediate Past President are ex officio members of the Board of Directors with full rights and privileges, including the right to vote. The Executive Director is a non-voting ex officio member.

(c) Meetings and Attendance Requirements: The Board of Directors shall meet a minimum of four (4) times each year. When a member of the Board of Directors has failed to attend in person three (3) consecutive meetings of the Board of Directors or one-half (1/2) of the Board of Directors meetings held during any twelve-month (12) period, membership on the Board of Directors shall automatically terminate and the member shall be so notified by the Secretary in writing within thirty (30) days of the absence resulting in the termination of membership. A Board of Directors member or Officer so notified may by written request to the Secretary be allowed to appear at the next regular Board of Directors meeting following receipt of the notice of termination of membership to request reinstatement. The Board of Directors may offer reinstatement, in its discretion, after the appearance by the terminated Board of Directors member or Officer, upon a three-fourths (3/4) majority vote of the members of the Board of Directors present at the time of the vote, provided that a quorum is present at such time. Any request for reinstatement must be delivered to the Secretary at least three (3) business days prior to the next regularly scheduled meeting of the Board of Directors following receipt by the Board of Directors member or Officer of the notice of termination of membership. A member of the Board of Directors or Officer reinstated pursuant to this paragraph shall be reinstated for the remainder of the elected term of office, subject to the provisions of these Bylaws, including this attendance requirement.

(d) Vacancies: In the event of a vacancy in the membership of the Board of Directors, the remaining members of the Board of Directors may elect an Active Member to serve as a member of the Board of Directors until the next Annual Meeting, except in the case of a member whose membership in the Board of Directors is reinstated pursuant to Article VII, Section 1(c), in which case the member shall serve for the remainder of his or her original term.

(e) Removal from Board of Directors: The District Bar, by a two-thirds (2/3) vote of its Active Members present at a duly called meeting, may remove any member of the Board of Directors, except the Executive Director. The position of any Director who ceases to be an active member in good standing of the District Bar or of the State Bar or is removed from the Board of Directors pursuant to this paragraph shall immediately be deemed vacant and shall be filled as provided in Article VII, Section 1(d).

(f) Quorum: A majority of the voting members of the Board of Directors shall constitute a

quorum at a meeting of the Board of Directors, and the act of a majority of the votes cast at a meeting at which a quorum is present shall be the act of the Board.

Section 2. Executive Committee:

(a) Scope of Authority: The Executive Committee shall have full power and authority to take action on behalf of the Board of Directors, except as otherwise directed by the Board of Directors.

(b) Terms, Membership and Election: The Executive Committee shall consist of the President, Immediate Past President, President-Elect, Vice President, Secretary, Treasurer and one (1) At-Large member elected by the Board of Directors from its membership. The At-Large member shall serve a one-year (1) term on the Executive Committee. The Executive Director is a non-voting ex officio member.

(c) Meetings and Attendance Requirements: The Executive Committee shall meet at least monthly. The attendance requirements of the Executive Committee are the same as the Board of Directors according to Article VII, Section 1(c).

(d) Vacancies: In the event of a vacancy in the At-Large member, the Board of Directors shall elect another member from its membership to fill the remainder of the term. The other Executive Committee members are Officers and vacancies shall be treated according to Article VI, Section 10.

(e) Removal from the Executive Committee: Any Executive Committee member either removed from office or from the Board of Directors shall also be removed from the Executive Committee according to Article VI, Section 13.

(f) Quorum: A majority of the voting members of the Executive Committee shall constitute a quorum at a meeting of the Executive Committee, and the act of a majority of the votes cast at a meeting at which a quorum is present shall be the act of the Executive Committee.

**ARTICLE VIII. Committees, Sections, Divisions and Other Groups**

Section 1. Committees: To advance the purposes of the District Bar and to encourage participation in the activities of the District Bar, the Board of Directors may authorize the organization, division, combination or dissolution of Committees. The Chair, Vice Chair and members of any such Committees shall be appointed by the President. In making Committee appointments, care should be given to the continuity of membership on the Committees in order to better facilitate the operations of the Committees.

Section 2. Organization of Committees: Unless otherwise provided in these Bylaws, the District Bar Committees are organized according to the following:

(a) Committee Guidelines: Each Committee shall have the power to adopt its own guidelines, not inconsistent with the Bylaws of the District Bar; but no guidelines or any of its sections or amendments shall become effective until approved by the Board of Directors.

- (b) Scope of Authority: Activities of Committees shall be subject to the oversight of the Board of Directors and conducted in accordance with any policies, procedures, rules and regulations which may be approved by the Board of Directors from time to time.
- (c) Committee Expenses: Committee and subcommittee expenses must be approved by the Executive Director or the Executive Director's designee.
- (d) Committee Actions: No action, report, resolution or recommendation of any Committee shall be presented as the action or position of the District Bar unless specifically approved by the Board of Directors.
- (e) Quorum: A majority of the voting members of a Committee shall constitute a quorum at a meeting of that Committee, and the act of a majority of the votes cast at a meeting at which a quorum is present shall be the act of that Committee.
- (f) Best Practices: Each Committee shall review the Best Practices for Committee Structure document periodically. Any Committee requests inconsistent with the Best Practices must be approved by the Executive Director or the Executive Director's designee.

### Section 3. Nominating Committee:

- (a) Purpose: The Nominating Committee shall prepare a slate of Officers and members of the Board of Directors to be presented to the District Bar for election at the Annual Meeting. This slate is to be filled by Active Members in good standing of the District Bar. These Officers and members are the President-Elect, Vice President, Secretary, Treasurer, six (6) positions of three-year (3) terms on the Board of Directors, the ABA Delegate (if open) and the YLD Chair.
- (b) Nominating Committee Membership: The Nominating Committee shall be comprised of twelve to fourteen (12-14) members with at least two (2) members being past Presidents and two (2) YLD members. In addition to the twelve (12) to fourteen (14) committee members, the Immediate Past President shall be an ex officio member of the Nominating Committee and shall serve as the Chair without the right to vote except in the case of a tie. The Chair of the Nominating Committee will propose a list of committee members to the Executive Committee for approval. No member of the Board of Directors shall be eligible for service on the Nominating Committee. The Nominating Committee membership terms shall expire upon adjournment of each Annual Meeting of the District Bar.
- (c) District Bar Notification of Nominating Committee Members: The names of the Nominating Committee members shall be published to the District Bar promptly after their selection and before the Annual Meeting.
- (d) Notice of Nominating Committee Meeting:
  - (i.) Notice of the Nominating Committee meeting shall be published to the Active Members not less than fifteen (15) days prior to the Nominating Committee meeting, stating the date, time and place of the meeting and inviting suggestions for the vacancies to be filled.
  - (ii.) The notice shall contain an address to which members may send nominations and a deadline for submission.

(iii.) The notice shall also state that additional nominations may be made from the floor at the Nominating Committee meeting. Brief oral statements on behalf of the nominees will be permitted, subject to reasonable time limitations (as determined by the Chair of the Nominating Committee), after which the Nominating Committee shall nominate one (1) person for each vacancy to be voted upon at the Annual Meeting.

(e) Candidates for Nomination: Any Active Member may submit the member's own name or the name of any other Active Member to the Nominating Committee before or at the beginning of the Nominating Committee meeting. Any member whose name is considered for nomination at any point during the process must have expressed willingness to serve if elected.

(f) Notice of Nomination Process for District Bar Annual Meeting:

(i) The notice of the meeting at which the election is to be held shall include a list of the persons nominated by the Nominating Committee.

(ii) Nominations for the Officers, Board of Directors, including the ABA Delegate (if position is open) and YLD Chair, prepared by the Nominating Committee shall be presented at the Annual Meeting, at which time other nominations may be made from the floor provided those nominees have expressed willingness to serve if elected.

(g) Neither the nomination process nor the election process shall be invalid due to the failure of the District Bar, the Board of Directors or the Nominating Committee to comply with the time requirements set out in this section.

#### Section 4. Sections:

(a) Organization of Sections: To advance the purposes of the District Bar and to encourage participation in the activities of the District Bar, the Board of Directors may authorize the organization, division, combination or dissolution of Sections. The Chair and Vice Chair of any Section shall be appointed by the President.

(b) Section Rules and Regulations: Each Section shall operate according to the MCB Sections Rules & Regulations, but may, as needed, suggest recommended updates to the Rules & Regulations not inconsistent with the Bylaws of the District Bar; but no Rules and Regulations or any Section or amendment shall become effective until approved by the Board of Directors.

(c) Scope of Authority: Activities of Sections shall be subject to the authority of the Board of Directors and conducted in accordance with any policies, procedures, rules and regulations which may be approved by the Board of Directors.

(d) Section Dues: Sections may levy dues only with the approval of the Board of Directors and may require that all Section members pay such dues. The Board of Directors may provide for the collection of such dues with the collection of District Bar dues. All Section dues shall be maintained by the District Bar to defray the cost of administering Sections and for use by the Sections consistent with its purpose as approved by the Board of Directors.

(e) Section Expenses: Section expenses must be approved by the Executive Director or the Executive Director's designee.

(f) Section Actions: No action, report, resolution or recommendation of any Section shall be presented as the action or position of the District Bar unless specifically approved by the Board of Directors.

#### Section 5. Divisions:

(a) Organization of Divisions: To advance the purposes of the District Bar and to encourage participation in the activities of the District Bar, the Board of Directors may authorize the organization, division, combination or dissolution of Divisions. The Chair and Vice Chair of any Divisions are appointed by the President.

(b) Division Rules and Regulations: Each Division shall operate according to the MCB Division Rules & Regulations, but may, as needed, suggest recommended updates to the Rules & Regulations not inconsistent with the Bylaws of the District Bar; but no Rules and Regulations or any section or amendment shall become effective until approved by the Board of Directors.

(c) Scope of Authority: Activities of Divisions shall be subject to the authority of the Board of Directors and conducted in accordance with any policies, procedures, rules and regulations which may be approved by the Board of Directors.

(d) Division Dues: Divisions may levy dues only with the approval of the Board of Directors and may require that all Division members pay such dues. The Board of Directors may provide for the collection of such dues with the collection of District Bar dues. All Division dues shall be maintained by the District Bar to defray the cost of administering Divisions and for use by the Divisions consistent with its purpose as approved by the Board of Directors.

(e) Division Expenses: Division expenses must be approved by the Executive Director or the Executive Director's designee.

(f) Division Actions: No action, report, resolution or recommendation of any Division shall be presented as the action or position of the District Bar unless specifically approved by the Board of Directors.

Section 6. Removal from Committees, Sections, Divisions, and Other Groups: The President or the President's designee may remove any Committee, Section, Division or Other Group Chair, Vice Chair or member.

#### **ARTICLE IX. American Bar Association Delegate**

(a) There shall be an ABA Delegate of the District Bar who shall serve on the ABA's House of Delegates. The ABA Delegate shall serve a minimum term of two (2) years commencing with the adjournment of the ABA's Annual Meeting in an even-numbered year. Such ABA Delegate shall be eligible to be re-elected for up to two (2) additional two (2) year terms. (The ABA certifies its delegates "from the adjournment of the ABA's Annual Meeting next following their election." See ABA Constitution and Bylaws: Rules of Procedure House of Delegates. Typically, September of even years through August of even years. The District Bar is notified in the Spring before certification is required by the ABA.) If such a delegate resigns, is disqualified, or dies,

the District Bar may select and certify a successor consistent with the ABA Constitution and Bylaws. The term of the ABA Delegate is consistent with the ABA terms.

(b) The duties and requirements of the ABA Delegate are as follows:

- (i) The ABA Delegate shall be an ABA member;
- (ii) The ABA Delegate shall attend the annual meeting and the mid-year meeting of the ABA;
- (iii) The ABA Delegate shall report pertinent information received at the ABA meetings to the District Bar. Reports shall be to the Board of Directors and through writing occasional newsletter articles; and
- (iv) The ABA Delegate must actively seek input from the Officers and Board of Directors on issues of interest to the District Bar which shall be communicated to the ABA, as appropriate.

## **ARTICLE X. Councilors**

The District Bar shall be represented in the State Bar Council by one (1) or more duly elected Councilors (“Councilors”), who shall be Active Members. The election and number of Councilors shall be consistent with the current rules of the State Bar and Chapter 84-17 of the North Carolina General Statutes.

At the discretion of the Board of Directors or the Executive Committee, elections may be held by meeting, by mail or through electronic ballots in accordance with the Chapter 27 of the North Carolina Administrative Code §01A .0800. If more than one (1) Council seat is to be filled, separate elections shall be held for each vacant seat.

## **ARTICLE XI. Selection of Nominees for State District Court Judge**

The District Bar may enact policies and procedures to conduct the selection of nominees to be recommended to the Governor pursuant to Chapter 7A-142 of the North Carolina General Statutes for vacant district court judgeships in the 26<sup>th</sup> Judicial District.

## **ARTICLE XII. District Bar Annual Membership Fees**

Section 1. Annual Membership Fee and Notice: Each Active Member shall pay such Annual Membership Fee (“Annual Membership Fee”) as is prescribed by a majority vote of those Active Members who are present at any annual or special meeting. The notice or call of any such special meeting shall include notice that a membership fee increase will be voted upon. In an effort to remain fiscally responsible and ensure the District Bar can meet the needs of its membership, the Executive Committee and the Board of Directors will determine annually whether an adjustment in the Annual Membership Fee should be presented for vote during that fiscal year. Such fee may never exceed the amount of the annual membership fee currently imposed by the State Bar. The Annual Membership Fee shall be as a service charge in order to promote and maintain the administration, activities and programs of the District Bar.

Section 2. Invoice: Each member shall pay the Annual Membership Fee as set forth in an invoice sent to the Active Member by the District Bar.

Section 3. Delinquency: Annual Membership Fees will be deemed delinquent if not paid within ninety (90) days after the date of the invoice. The delinquency date shall be stated on the invoice and the invoice shall advise each Active Member that failure to pay the annual membership fee must be reported to the State Bar and may result in suspension of the member's license to practice law.

Section 4. Late Fee: A late fee of fifteen dollars (\$15.00) will be imposed for non-payment of the Annual Membership Fee on or before the stated delinquency date.

Section 5. Reporting Delinquent Members to State Bar: Within three to six months of the delinquency date, the District Bar shall report to the State Bar all of its members who have not paid the Annual Membership Fee or any late fee.

### **ARTICLE XIII. Prohibited Activities**

Section 1. Prohibited Expenditures: Mandatory District Bar Annual Membership Fee, if any, shall not be used for the purchase of alcoholic beverages, gifts to public officials, including judges, charitable contributions, recreational activities or expenses of spouses of District Bar members or Officers. However, such expenditures may be made from funds derived entirely from non-membership fee sources.

Section 2. Political Expenditures: The District Bar shall not make any expenditures to fund political and ideological activities.

Section 3. Political Activities: The District Bar shall not engage in any partisan political or ideological conduct or activity, including the endorsement of candidates and the taking or avocation of positions on political issues, referendums, bond elections, and the like; however, the District Bar, and persons speaking on its behalf, may take positions on, or comment upon, issues relating to the regulation of the legal profession and issues or matters relating to the improvement of the quality and availability of legal services to the general public.

### **ARTICLE XIV. Notice**

Any notice required by these Bylaws, North Carolina General Statutes, the North Carolina Administrative Code, or other applicable law may be communicated by mail or e-mail unless prohibited by law.

## **ARTICLE XV. Amendments**

These Bylaws may be amended by an affirmative vote of two-thirds (2/3) of those Active Members who are present at any annual or special meeting. The notice of any such annual or special meeting shall reference the proposed Bylaw amendment and provide instructions for obtaining a copy. Any proposed amendment must be sent to the attention of the Secretary at the District Bar office at least five (5) days prior to the meeting in which the proposed amendment is to be considered. No amendment shall be adopted at any meeting attended by less than ten (10) Active Members. Upon adoption, a current copy of these Bylaws shall be transmitted to the Secretary-Treasurer of the State Bar.



## MECKLENBURG COUNTY BAR OVERVIEW

### Mission Statement

The mission of the Mecklenburg County Bar is to serve the public and the Bar members in improving and preserving the administration of justice, and to assist the North Carolina State Bar as described by statutory requirements.

### Overall Goals

To promote the highest standards of professionalism, competence, and ethical behavior among its members.

To promote the administration of justice.

To assure access to legal services consistent with ethical consideration to all regardless of social, ethnic or economic status.

To promote public education in the community on legal issues, the Bar and the legal system.

To provide its members educational and support services to promote the delivery of competent ethical legal services.

To increase involvement of all sectors of the legal profession in the Mecklenburg County Bar.

*These goals are carried out by the work of the established committees and sections.*

### Statement on Diversity

*Approved by the MCB Special Committee on Diversity on October 17, 2011*

*Approved by the MCB Board of Directors on November 17, 2011*

The Mecklenburg County Bar (MCB) seeks to eliminate biases, barriers and prejudices within the legal profession by creating and promoting environments that treat all individuals with respect and dignity. Diversity is an inclusive concept and encompasses, without limitation, race, color, ethnicity, gender, sexual orientation, gender identity, religion, nationality, age, disability, and marital and parental status. We acknowledge that the varied perspectives and backgrounds of our members are central to the MCB's success as an organization and are valuable to the public we serve. The MCB encourages all of its members to volunteer and seek leadership opportunities within the Bar so that our organization reflects the full diversity of our community.



## **2019 – 20 MCB Goals**

*Approved by MCB Board of Directors July 25, 2019*

1. Hire and successfully on-board permanent Executive Director of the MCB/MBF.
2. Implement as appropriate the recommendations of the Membership Value, LRS Audit, and CLE Audit Taskforces.
3. Oversee year three of the three-year strategic plan and begin planning process for next strategic plan.
  - a. Staff to regularly update progress during the year and report to MCB Board.
4. Continue to focus on diversity (in its broadest sense) and inclusion throughout the MCB.
5. Monitor and plan for future trends within bar associations.



## **MEETING & EVENT DATES 2019-20**

### **Executive Committee Meeting Schedule**

**12:00 p.m. at the Bar & Foundation Center  
Robinson, Bradshaw & Hinson Boardroom**

*(Typically scheduled every 3<sup>rd</sup> Thursday at 12:00 p.m. unless otherwise noted)*

July 18, 2019  
August 8, 2019\*  
September 19, 2019  
October 17, 2019  
November 21, 2019  
December 19, 2019  
January 16, 2020  
February 20, 2020  
March 19, 2020  
April 23, 2020\*  
May 14, 2020\*  
June 18, 2020

### **Board of Directors Meeting Schedule**

**12:00 p.m. at the Bar & Foundation Center  
Robinson, Bradshaw & Hinson Boardroom**

*(Typically scheduled 4<sup>th</sup> Thursday every other month unless otherwise noted)*

July 25, 2019  
August 22, 2019  
*(Board Planning/ Leadership Orientation)*  
October 24, 2019  
December 5, 2019\*  
*(MCB/MBF Joint Holiday Luncheon)*  
January 23, 2020  
March 26, 2020  
May 21, 2020\*  
*(7:30 a.m. meeting)*

\*Indicates meeting date differs from typical schedule



## MCB/MBF 2019 – 20 Events

More details available at [MeckBar.org](http://MeckBar.org)

<b>Event</b>	<b>Date</b>	<b>Location &amp; Time</b>
Fall Swearing-In Ceremony	Wed., Oct. 9, 2019	Fairfield Inn & Suites, 3:00 p.m.
Past Presidents' Luncheon	Fri., Oct. 11, 2019	Bar & Foundation Center, 12 p.m.
Legal Eagle Charity Golf Tournament	Fri., Oct. 25, 2019	Verdict Ridge Golf Club, 9:30 a.m.
Law & Society Luncheon	Thurs., Oct. 31, 2019	Hilton Charlotte Center City, 12 p.m.
Lawyers' Luncheon Series	Thurs., Nov. 7, 2019	Bar & Foundation Center, 12:15 p.m.
Leadership Holiday Luncheon	Thur., Dec. 5, 2019	Bar & Foundation Center, 12 p.m.
MCB & MBF Holiday Party	Thurs., Dec. 5, 2019	Bar & Foundation Center, 6 p.m.
Linking Lawyers Kickoff	<i>Thurs., Jan. 30, 2020</i>	Location TBD, 5:30 p.m.
YLD Winter Social	<i>February 2020</i>	Location TBD
Lawyers' Luncheon Series	Wed., Feb. 5, 2020	Bar & Foundation Center, 12:15 p.m.
CLDC Candidate Reception	Wed., Feb. 5, 2020	Bentley's, 6 p.m.
Bar Leadership Institute Dinner	Thurs., Feb. 6, 2020	Bar & Foundation Center, 6:30 p.m.
Hon. James B. McMillan Fellowship Dinner	Thurs., Feb. 27, 2020	Byron's South End, 6:30 p.m.
Lawyers' Luncheon Series	Thurs., Mar. 5, 2020	Bar & Foundation Center, 12:15 p.m.
Increasing Diversity in the Legal Profession Conference	March 7, 2020	Bar & Foundation Center
YLD Spring Social	<i>April 2020</i>	
Lawyers' Luncheon Series	Thurs., Apr. 2, 2020	Bar & Foundation Center, 12:15 p.m.
D&I Annual Meeting	<i>May 2020</i>	
Law Day Luncheon	Tues., May 5, 2020	Hilton Charlotte Center City, 12:00 p.m.
Spring Swearing-In Ceremony	Wed., May 15, 2019	Location TBD, 4 p.m.
CLDC Opening Reception	Tues., May 12, 2020	Fahrenheit, 6 p.m.
MCB Annual Meeting	Thurs., May 21, 2020	Bar & Foundation Center, 12 p.m.
Bar Leadership Institute Graduation	Thurs., May 28, 2020	Bar & Foundation Center, 5:30 p.m.
Lawyer Referral Service Reception	<i>June 2020</i>	
YLD Annual Meeting & Summer Social	<i>Thurs., June 25, 2020</i>	Location TBD, 6 p.m.

*Italics – Tentative Date*



**BOARD OF DIRECTORS**

**Executive Committee 2019-20**

- Christopher C. Lam, *President*
- M. Heath Gilbert, *President-Elect*
- Fred W. DeVore III, *Vice President*
- Erin K. Taylor, *Secretary*
- Cary B. Davis, *Treasurer and Chair, Finance Committee*
- Timika Shafeek-Horton, *Past President*
- Elizabeth J. James, *Member-at-Large*

**Board of Directors 2019-20**

**Class of 2020**

- Christopher E. Bazzle
- Amanda A. Mingo
- Rhonda L. Patterson
- Kenneth R. Raynor
- Glenn Thompson\*
- James Young\*

**Class of 2021**

- Anna LeBlanc
- Elizabeth J. James
- C. Renee Little
- Patricia W. Magee
- Jason A. McGrath
- R. Lee Robertson

**Class of 2022**

- Courtney L. Ballard
- Johnathon "Rex" Marvel
- T. Richmond McPherson III
- Maria Ortiz
- Dulce M. Plaza
- Lani R. Quarmby

**Young Lawyers Division Chair**

Michael C. Harman

**ABA Delegate**

M. Cabell Clay\*

**Ex Officio**

Leah R. Campbell, Interim Executive Director

**Judicial Liaisons**

- Hon. W. Robert Bell
- Hon. David C. Keesler
- Hon. Regan A. Miller

**North Carolina State Bar Councilors**

*(through 12/31/19)*

- David Neal Allen
- Robert C. Bowers
- A. Todd Brown Sr.
- Mark Henriques
- DeWitt F. "Mac" McCarley
- Gena Graham Morris
- Eben T. Rawls

\*Appointed to serve a one-year vacancy



## COMMITTEES, SECTIONS & DIVISIONS

### MCB Committees by Function

The goals of the Mecklenburg County Bar are accomplished through the work of established committees, panels, sections and divisions.

Regulatory	Events	Membership Services & Programs	Planning & Operations
<p>Fee Dispute Resolution<sup>1</sup></p> <p>Grievance<sup>1</sup></p> <p>Indigent Representation<sup>1</sup></p> <p>Judicial Nominating</p>	<p>Law &amp; Society<sup>2</sup></p> <p>Law Day</p> <p>Memorials<sup>2</sup></p> <p>Social &amp; Networking</p>	<p>Bar Leadership Institute<sup>2</sup></p> <p>Communications</p> <p>Continuing Legal Education</p> <p>Diversity &amp; Inclusion<sup>3</sup></p> <p>Lawyer Referral Service</p> <p>Pro Bono &amp; Legal Recruitment</p> <p>Professionalism, Lawyer Life &amp; Culture</p>	<p>Audit</p> <p>Facility Use &amp; Maintenance</p> <p>Finance</p> <p>Nominating</p>

<sup>1</sup>Committees defined by statute or local regulation.

<sup>2</sup>Joint committees of the MCB and MBF.

<sup>3</sup>Subcommittees of the Diversity & Inclusion Committee include the Apex Mentoring Program Subcommittee, the Charlotte Legal Diversity Clerkship Subcommittee, and the Pipeline Programming Subcommittee



## MCB Sections & Young Lawyers Division

Sections	Young Lawyers Division
Business Law	Community Service Committee
Civil Litigation	
Corporate Counsel	Connectivity Committee
Criminal Justice	Education Committee
Estate Planning & Probate	Legal Assistance Committee
Family Law	Membership Committee
Immigration & Nationality	
Juvenile Law	Social Committee
Labor & Employment	
Real Property	
Sole Practitioner/Small Firm	
Tax	



## Committees 2019–20

**Audit:** Works with Bar leadership to ensure the independent auditor(s) receive all necessary information during the annual audit, reviews audit report and reports the findings to Finance and Executive Committees and MCB Board.

**Chair:** Stephanie C. Daniel, Shumaker Loop & Kendrick LLP  
**Vice Chair:** S. Eric Bass, Bass, Dunklin, McCullough & Smith, PLLC  
**Staff Liaison:** Sally Robinson, Director of Finance & Employee Benefits

**Bar Leadership Institute:** Operates to fulfill the purpose of the BLI program, which encourages lawyers in the development of their professional and leadership skills within the Bar, Foundation and legal profession. A joint MCB and MBF Committee.

**Chair:** David W. Murray, The Odom Firm, PLLC  
**Vice-Chair:** R. Lee Robertson, Robertson & Associates  
**Staff Liaison:** Shannon Reid, Director of Compliance, Ethics & HR

**Communications:** Develops the communication process among members of the MCB through publications including the *Mecklenburg Bar News*, [www.MeckBar.org](http://www.MeckBar.org), Bar Blasts, social media and the MCB Annual Membership Directory.

**Chair:** R. Jeremy Sugg, Lincoln Derr  
**Vice-Chair:** Caitlin H. Walton, Essex Richards P.A.  
**Staff Liaison:** Leah Campbell, Interim Executive Director  
Greg Hicks, Director of Digital Media & Outreach

**Continuing Legal Education:** Develops, implements, and oversees all CLE programs for the MCB in conformance with the rules of the North Carolina State Bar CLE Board. Committee members are requested to plan one CLE training in a practice area or with an ethics/professionalism theme.

**Chair:** Rhonda L. Patterson, The Patterson Law Office PLLC  
**Vice-Chair:** Hon. Christopher E. Bazzle, 26th Judicial District Magistrate  
**Staff Liaison:** Lisa Armanini, Director of CLE  
Michelle Lee, CLE Coordinator  
Sonja Lucas, Sections Coordinator & Assistant CLE Coordinator



**Diversity & Inclusion:** Examines the extent to which the MCB and legal entities have successfully incorporated lawyers from traditionally underrepresented groups in their organization. Provides recommendations for addressing matters related to diversity and inclusion; proposes methods for measuring the success of efforts to address these issues; and implements programming for members, the community as well as pipelining opportunities.

**Chair:** Adam Doerr, Robinson Bradshaw & Hinson, PA  
**Vice-Chair:** Knut Nodeland, Bank of America  
**Staff Liaison:** Angelica Gumucio, Membership Inclusion & Diversity Coordinator

**Finance:** Oversees the preparation of the MCB’s annual operational budget; recommends budget modifications and their financial impact; reviews the financial impact of other MCB initiatives as requested; recommends financial policy updates; regularly reviews the financial reports of the MCB and provides updates as needed. Finance Committee reports and recommendations by the Finance Committee will be reviewed and/or approved by the Executive Committee or Board of Directors.

**Treasurer/Chair:** Cary B. Davis, Robinson Bradshaw & Hinson, PA  
**Staff Liaison:** Sally Robinson, Director of Finance & Employee Benefits

**Grievance:** Receives and investigates complaints from the public on ethical matters and writes recommendations and submits written report for committee discussion based on the NCSB Rules of Professional Conduct. Attorney members must have been licensed for at least five years.

**Chair:** Ryan D. Bolick, Cranfill, Sumner & Hartzog, LLP  
**Staff Liaison:** Shannon Reid, Director of Compliance, Ethics & HR

**Indigent Representation:** Works in conjunction with the Office of the Public Defender to coordinate and maintain the attorney appointment list for criminal indigent defendants in the 26th Judicial District criminal court system. Committee members must be on the indigent representation list.

**Chair:** Mekka Jeffers-Nelson, Law Offices of Mekka Jeffers-Nelson  
**Staff Liaison:** Shannon Reid, Director of Compliance, Ethics & HR



**Judicial Nominating:** Coordinates the balloting process of the MCB for choosing candidates to submit to the North Carolina governor in filling district court judge vacancies.

**Chair:** Michael J. Greene, Goodman, Carr, Laughrun, Levine & Greene  
**Vice-Chair:** Maria G. B. Long, District Attorney's Office  
**Staff Liaison:** Shannon Reid, Director of Compliance, Ethics & HR

**Law & Society:** Arranges a speaker of interest to the public and the legal profession for the annual Law & Society Luncheon, including presentation of the Ayscue Professionalism Award that recognizes a current or former MCB member for exemplary professionalism through outstanding service to the MCB and the community. Event proceeds benefit the MBF.

**Chair:** Erin J. Illman, Bradley  
**Vice-Chair:** Keith F. Atkinson, TIAA  
**Staff Liaison:** Chastity Gamble-Julg, Events & Sponsorship Coordinator

**Law Day:** Arranges for the celebration of the annual Law Day event held each year on or about May 1 and selects the Liberty Bell Award that honors a non-lawyer in the community for contributing to the promotion of freedom under the law.

**Chair:** Colleen F. Molner, Garfinkel Immigration Law Firm  
**Vice-Chair:** Michelle C. Oria, Safe Alliance  
**Staff Liaison:** Chastity Gamble-Julg, Events & Sponsorship Coordinator

**Lawyer Referral Service:** To oversee the ABA-approved program that provides those who can afford to pay an established reasonable fee to a referred lawyer who shall provide a consultation.

**Chair:** Josef C. Culik, Fairview Law  
**Vice-Chair:** Jeanne Ann Pennebaker, Bochicchio & Pennebaker, PLLC  
**Staff Liaison:** Lauren Johns, Legal Services Coordinator

**Memorials:** Arranges and provides memorial services for deceased Bar members in open court when the families so desire.

**Chair:** Anne M. Tompkins, Cadwalader, Wickersham & Taft  
**Vice-Chair:** George N. Miller, Dozier Miller Law Group  
**Staff Liaison:** Leah Campbell, Interim Executive Director



**Nominating:** Prepares slate of officers, members of the Board of Directors and ABA delegate for consideration by Bar membership. The Nominating Committee is chaired by the immediate past president of the MCB.

**Chair:** Timika Shafeek-Horton, Duke Energy  
**Staff Liaison:** Leah Campbell, Interim Executive Director

**Pro Bono & Legal Recruitment Committee:** Recruits legal volunteers and provides direct case placement for nonprofits and individual clients who cannot afford representation and who are not served elsewhere; and to recruit MCB members for pro bono opportunities with legal service organizations as requested.

**Chair:** Chelsea J. Corey, King & Spalding LLP  
**Vice-Chair:** David B. Sherman Jr., Hands Law Office, PLLC  
**Staff Liaison:** Lauren Johns, Legal Services Coordinator

**Professionalism, Lawyer Life and Culture:** Seeks to enhance and support the Mecklenburg County legal community, through the active development and promotion of educational programs, resources, and mentoring relationships in order to facilitate healthy, collaborative, rewarding, and service-oriented professional lives and culture among its members.

**Chair:** Kenneth R. Raynor, Raynor Law Firm, PLLC  
**Vice-Chair:** Alexandria L. Andresen, Extended Stay America  
**Staff Liaison:** Lauren Johns, Legal Services Coordinator

**Social & Networking:** Coordinates a variety of social and networking opportunities to promote collegiality and a cohesive membership, including the Lawyers' Luncheon Series and Holiday Party

**Chair:** M. Elizabeth Goodwin  
**Vice-Chair:** Joshua Michael Reed  
**Staff Liaison:** Chastity Gamble-Julg, Events & Sponsorship Coordinator



## Sections 2019-20

The Mecklenburg County Bar offers 12 sections and one division to serve its members within particular fields. Each section sponsors Continuing Legal Education programs on topics requested by their membership, and provides social, networking and educational opportunities for its members.

### **Staff Liaison: Sonja Lucas, Sections Coordinator & CLE Asst. Coordinator**

**Business Law:** Offers informational and educational opportunities to business lawyers across a broad range of substantive areas, including banking, corporations, and commercial law. Provides networking opportunities to its members in order to further the development of business lawyers in Mecklenburg County.

**Chair:** John P. Fetner, Rogers Townsend & Thomas, PC

**Vice Chair:** T. Russell Ferguson III, Womble Bond Dickinson (US) LLP

**Civil Litigation:** Offers an annual CLE on litigation skills, effective advocacy, electronic discovery, litigation practice specialties, mediation and arbitration skills. Promotes collegiality between the bench and Bar by hosting semi-annual luncheons with local, state and federal judges.

**Chair:** F. William DeVore IV, DeVore, Acton & Stafford, P.A.

**Vice Chair:** John R. Brickley, James, McElroy & Diehl, P.A.

**Corporate Counsel:** Hosts seminars, roundtable meetings and programs focused on problems of common interest, including corporation and antitrust law, attorney-client privilege, governmental regulation, law department administration and relations with outside counsel. Membership is limited to attorneys employed full-time in a corporation's law department or in any executive, managerial, or supervisory capacity.

**Chair:** Andrew M. Walsh, Partners Behavioral Health Management

**Vice Chair:** Karen Kaplan, Premier, Inc.

**Criminal Justice:** Recognizes and addresses issues affecting all participants in the criminal justice system through educational programs on criminal procedure, divergent ethical obligations, and heavy caseloads that include both domestic and civil cases.

**Chair:** Charles L. Morgan Jr., Law Office of Charles L. Morgan Jr., P.A.

**Vice Chair:** Jefferson A. Moors



**Estate Planning & Probate:** Plans educational programs about substantive and procedural laws governing trusts, probate estates, guardianships, conservatorships and matters affecting estate planning and administration. Hosts luncheons to promote collegiality among section members and Mecklenburg County estate clerks.

**Chair:** Kathryn B. Wysong  
**Vice Chair:** John R. Potter, Potter Law Firm

**Family Law:** Keeps members informed of the ongoing changes and trends in the practice of family law in Mecklenburg County by planning monthly lunch and learn CLE programs. Works with the Family Court Administrator to inform family law attorneys of new legislation and court procedures.

**Chair:** Elizabeth J. James, Horack Talley Pharr & Lowndes, P.A.  
**Vice Chair:** Caroline T. Mitchell, James, McElroy & Diehl, P.A.

**Immigration & Nationality:** Provides opportunities for attorneys practicing immigration law to meet with colleagues to discuss the issues they face in everyday practice. Collaborates with other practice sections to educate attorneys on immigration issues in different areas of practice. Participates in Citizenship Workshops throughout the year, held in conjunction with International House and the Latin American Coalition.

**Chair:** Catherine L. Magennis, Dummit Fradin,  
**Vice Chair:** Colleen F. Molner, Garfinkel Immigration Law Firm

**Juvenile Law:** Provides opportunities for members to enhance professional practice and improve the outcomes of children and families in Abuse/Neglect/Dependent Court and DJJDP Court. Educational topics include trends in child welfare law, interface among juvenile court and schools, and training in non-legal areas of child development/family dynamics, substance abuse / mental health treatment, and domestic violence.

**Chair:** Marjory J. Timothy, Fisher Law Group PLLC  
**Vice Chair:** Kathleen A. Sicuranza



**Labor & Employment:** Plans educational programs to further the knowledge of Section members in their practice, including information on employment litigation, labor relations and collective bargaining, unemployment benefits, wage and hour disputes, employment contracts, benefit plans/policies/handbooks. The Section will also provide regular updates on Family & Medical Leave Act, Americans with Disabilities Act, ERISA, Equal Employment Opportunity Commission and Occupational Safety and Health claims.

**Chair:** Frederick M. Thurman Jr., Shumaker, Loop & Kendrick, LLP

**Vice-Chair:** N. Renee Hughes, Strianese Huckert LLP

**Real Property:** Meets quarterly to discuss issues regarding real estate, housing, and land use practitioners. Plans educational programs to further the knowledge of Section members in their practice. Provides information to Section and MCB members on legislative, finance, zoning, land-use laws, legal opinions, and landlord-tenant relations.

**Chair:** Devinn N. Barnette

**Vice-Chair:** Lawrence J. Shaheen Jr., Carolina Revaluation Services

**Sole Practitioner/Small Firm:** Holds monthly luncheons with guest speakers to provide Section members the opportunity to network and discuss valuable lessons in maintaining a solo or small firm. Topics of interest include financial management, best hiring practices, employee benefits, immigration law, maintaining a small firm in a recession and more.

**Chair:** Kelly R. Jesson, Jesson & Rains, LLP

**Vice-Chair:** Jonathan Barber, Barber Power Law Group, PLLC

**Tax:** Offers educational programs on federal and local tax issues, including presentations by leading practitioners and key government officials in the field. Hosts roundtable discussions to provide networking and social opportunities while engaging in thoughtful conversation regarding current tax law issues.

**Chair:** Brian C. Bernhardt, Forrest Firm , P.C.

**Vice-Chair:** Herman Spence III, Robinson, Bradshaw & Hinson, P.A.



## **Divisions 2019-20**

### **Young Lawyers Division**

Consists of MCB members who are 36 years of age and under or members who are in their first three years of practice in Mecklenburg County. Stimulates interest and encourages participation of young lawyers in purposes/objectives of the MCB. Offers social, community and law-related activities.

**Chair:**

**Michael C. Harman**  
Harman Law, PLLC

**Vice-Chair:**

**Anna G. LeBlanc**  
McIlveen Family Law  
Firm

**Secretary/Treasurer:**

**Courtney L. Ballard**  
Smith Horton Law,  
P.L.L.C.

**Community Service Committee** - Coordinates public service opportunities for YLD members, including meals for the needy, the Giving Tree, clothing drives, etc.

**Chair: Taylor Goodnight**

**Connectivity Committee** - Ensures that the YLD Members are actively participating in the goals and missions of the MCB. This committee bridges the gap between the YLD and the MCB and assists YLD Members as they increase their involvement in the MCB.

**Chair: Shantia J. Coley**

**Education Committee** - Organizes activities that educate the Mecklenburg County community. Such activities have included the Big Bad Wolf Project, Lawyers Teaching Justice, Law Explorers and the Academic Internship Program.

**Chair: Stephen A. Guardipee**

**Legal Assistance Committee** - Organizes projects which provide legal assistance to the citizens of Mecklenburg County and/or North Carolina as a whole. Such activities include Ask-A-Lawyer Day, NCBA's 4-All Service Day.

**Chair: Caitlynn E. Zolzer**

**Membership Committee** - Focuses on increasing YLD membership and ensuring that the YLD meets the needs of its members. This committee also organizes the Young Lawyer of the Year Award and the new lawyer swearing-in ceremonies.

**Chair: Patrick D. Finn Jr.**

**Social Committee** - Prepares quarterly socials for YLD Members and provides other events and gatherings which promote the interests of YLD Members.

**Chair: Kevin Sweat**



## **BEST PRACTICES FOR COMMITTEE STRUCTURE**

*MCB Board Approved October 25, 2018*

These best practices recognize the need for a more uniform approach in establishing and maintaining MCB committees, subcommittees, and other groups<sup>1</sup>. Such best practices are intended to help evaluate relevancy and productivity; clarify member transition; enhance leadership succession; improve communications between the Board and committees, subcommittees, and other groups; measure and recognize achievements; encourage feedback; and confirm volunteer expectations. These best practices shall be consistent with the MCB Bylaws Article VIII Sections 1, 2, and 6, which pertain to committees, subcommittees, and other groups. The Executive Director or the Executive Director's designee has discretion to depart from these best practices, as stated in the MCB Bylaws Article VIII Section 2(f).

### **Purpose, Effectiveness and Accountability**

- The MCB is an agency of the state and reports to the North Carolina State Bar. Thus, MCB committees, subcommittees, and other groups are considered public bodies subject to North Carolina's open meetings and public records laws. As such, committees, subcommittees, and other groups must comply with notice requirements and keep minutes of all official meetings. Recessed, emergency, closed-session and special meetings, including those by phone and email, have different requirements. Committees, subcommittees, and other groups shall work with staff liaisons to ensure compliance with these requirements.
- Staff liaisons are a key resource to committees, subcommittees, and other groups and are essential to the overall success of the MCB. Staff liaisons facilitate operations by acting as information conduits between the Board and committees, subcommittees, and other groups. Staff liaisons also assist the chair with planning and administrative responsibilities.
- At the beginning of the fiscal year, committees, subcommittees, and other groups shall review the MCB Bylaws Article VIII Section 2 and their purpose statements for clarity and relevancy to the MCB Mission Statement and Overall Goals and develop their own goals consistent with the MCB Annual Goals and Strategic Plan. Committees, subcommittees, and other groups should approve any recommended changes to their purpose statements before submitting to the Executive Director for Board approval. Committees, subcommittees, and other groups should approve goals that are measurable and attainable within a year's time.
- Committees, subcommittees, and other groups are encouraged to seek input from the Executive Director and leadership on any long-term or specialized project development, particularly as it relates to the MCB Mission Statement and Overall Goals. If the committee, subcommittee, or other group anticipates a need for financial support, the committee, subcommittee, or other group must obtain Board approval.

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<sup>1</sup> As used throughout this document, "other groups" refers to councils, taskforces, ad hoc committees, and any other group of two or more MCB members serving the MCB as a public body.



- At the conclusion of the fiscal year, committees, subcommittees, and other groups are expected to prepare year-end reports. These reports should be submitted to the Executive Director and, if requested, to the Executive Committee. The reports will be published on the MCB website and are intended to improve communications, efficiency, effectiveness, consistency, and accountability to the Board and to the MCB. Feedback to the committees, subcommittees, and other groups will be provided as needed or requested.

### **Committee Membership**

- Size: Typically, committees have a membership size greater than or equal to eight members, and less than or equal to 24 members. Subcommittees and other groups often have a smaller membership size.
- Attendance Expectations: When a member has failed to attend in person three consecutive meetings or one-half of the meetings held during any 12-month period, his/her membership shall be subject to termination and he/she shall be so notified and given an opportunity to respond. The President or the President's designee has the authority to terminate membership, as stated in the MCB Bylaws Article VIII Section 6.
- Term Limits: Generally, members of committees, subcommittees, and other groups serve three-year staggered terms defined by classes, and no committee member may be eligible to serve consecutive three-year terms, unless approved by the President. Subcommittees and other groups should also adhere to term limits.
- Appointments and Vacancies: The President appoints committee chairs, vice-chairs, and members for new classes and for vacancies, as stated in the MCB Bylaws Article VIII Section 1. Committee chairs, staff liaisons, and the Executive Director will work jointly to recommend members to the President for the fiscal year for which the President is appointed, with attention to diversity, including race/ethnicity, gender, age, organization type and size, and location within Mecklenburg County.
- Non-MCB Member Representation: Non-MCB members may offer unique experience and insight, count towards quorum, and are encouraged to participate in meetings. However, non-MCB members may not serve as chair or vice-chair and may not call for motions or vote on matters that pertain to 26<sup>th</sup> Judicial District business unless otherwise authorized by statute and/or the North Carolina State Bar.
- Ex Officio Member Representation: Ex officio members may hold a position of relevance or influence and are encouraged to participate in meetings. The President and Executive Director shall be ex officio members of all committees, subcommittees, and other groups, as stated in the MCB Bylaws Article VI Sections 1 and 7. Ex officio members do not count towards quorum and may not serve as chair or vice-chair, call for motions, or vote.

### **Chair/Vice-Chair Positions**

- Term Limits: Generally, committee leadership shall consist of a chair and a vice-chair, each serving a one-year term with the expectation that the vice-chair is to become chair if



approved by the President. The President must approve any extension of a term beyond one year. Examples of factors the President may consider include length of time active with the committee, upcoming projects, and the general best interest of the committee.

- Appointments and Vacancies: If the chair position becomes vacant, the vice-chair may be recommended to the President as chair. The incoming chair, staff liaison, and Executive Director should provide a recommendation to the President to fill the vacancy in the vice-chair position. If a current member is appointed chair or vice-chair, he/she will be removed from his/her class, thus creating a vacancy to be filled as stated above.

### **Formation and Dissolution of Committees, Subcommittees, and Other Groups**

- Requests for formation or dissolution of any committee, subcommittee, or other group shall be directed to the Executive Director. For committees, the Executive Director shall seek approval by the Board, as stated in the MCB Bylaws Article VIII Section 1. For subcommittees and other groups, the Executive Director shall seek approval by the President as necessary and appropriate.
- Committees may have specific initiatives to be carried out by proposed subcommittees or other groups within that particular committee. Subcommittees and other groups specific to that committee shall be subject to committee approval. Committees shall recommend, review, and approve membership of subcommittees or other groups for the purpose and appearance of objectivity and transparency. Committee approval is needed before subcommittees or other groups take action on behalf of the committee. Subcommittees shall be led by a committee member. Subcommittee members may be committee or non-committee members.
- The President, the Executive Committee, or the Board may have specific initiatives to be carried out by proposed committees, subcommittees, or other groups. Committees, subcommittees, and other groups formed by the President, the Executive Committee, or the Board shall be subject to Board approval. When committees, subcommittees, or other groups are formed by the President, the Executive Committee, or the Board, the Board shall recommend, review, and approve membership for the purpose and appearance of objectivity and transparency. Board approval may be needed before committees, subcommittees, and other groups formed by the President, the Executive Committee, or the Board may take action, and status updates will be regularly presented to the Board. These committees, subcommittees, and other groups may continue into the next fiscal year with Board approval. At least one Board member shall be appointed to any committee, subcommittee, or other group formed by the President, the Executive Committee, or the Board.



## **MCB SECTIONS RULES AND REGULATIONS**

*Approved by the MCB Board of Directors 2/6/18*

### **ARTICLE I. Overview**

The general intention of a Section shall be to promote the objectives of the MCB within the practice area or specialized interest designated by the name of the Section.

### **ARTICLE II. Purpose**

Each Section's purpose shall be to: (a) provide educational, professional development, social and networking opportunities for its members within a specialized group and (b): sponsor at least **six hours** of Continuing Legal Education (CLE) classes on topics requested by or relevant to the Section membership.

### **ARTICLE III. Fiscal Year**

The fiscal year of the Section shall be the same as the MCB, which currently begins on July 1 and ends on June 30.

### **ARTICLE IV. Scope of Authority**

These Rules and Regulations have been adopted subject to the Bylaws of the MCB. In the event of conflict, the Bylaws of the MCB shall control. All Section activities shall be consistent with the mission of the MCB.

### **ARTICLE V. Membership**

Section 1. Section Membership: Any member of the MCB upon payment of annual Section dues shall become a member of the Section, with exception of the Corporate Counsel Section. Corporate Counsel Section membership is limited to any member of the MCB who pays annual Section dues, is employed full-time or part-time exclusively for a corporation, business association, partnership or governmental entity, and who is not employed by or associated with a private law firm. The MCB shall maintain an up-to-date list of these members.

Section 2. Section Membership for Non-MCB Members: Any person who holds a law license of any State may become a Section member by the payment of annual Section dues, with exception of the Corporate Counsel Section. Corporate Counsel Section membership is limited to any person who holds a law license, pays annual Section dues and who is employed full-time or part-time exclusively for a corporation, business association, partnership or governmental entity, and who is not employed by or associated with a private law firm. Section dues amount for non-members of the MCB shall be determined by the MCB Board of Directors (Board). Non-MCB members are ineligible to vote on any matter related to the 26th Judicial District. Non-MCB members who become Section members are ineligible to become Officers of the Section, but may volunteer to assist with Section responsibilities. (See ARTICLE VI. Section 1. Officers)

Section 3. Judicial Membership: Any member of the Mecklenburg County Judiciary may become a member of a Section(s) by request without payment of annual Section dues.



Section 4. Dues: Section membership dues shall be in the amount set by the Board and shall be paid in full at the time of enrollment. Section membership shall automatically expire at the end of each fiscal year on June 30. Any person who ceases to be a member of the MCB shall forfeit Section membership dues. Dues are nonrefundable and nontransferable to other Sections.

## **ARTICLE VI. Leadership and Section Structure**

Section 1. Officers: The Officers of the Section shall be the Chair and Vice Chair and shall be appointed by the MCB President. The Officers of the Section must be MCB members and members of the Section for which leadership is sought.

Section 2. Chair: The Chair shall preside at all Section meetings and, in conjunction with the staff liaison, plan Section meetings and other programs.

Section 3. Vice Chair: The Vice Chair shall work with the Chair in all aspects of the Chair's duties. The Vice Chair shall assume the duties of the Chair during the absence of the Chair at Section meetings or programs.

Section 4. Terms of Office: The Chair and Vice Chair shall each serve for a term of one year commencing with the first day of the fiscal year with the expectation that the Vice Chair is to be appointed to Chair if approved by the MCB President. A Chair or Vice Chair's term may extend beyond one year only upon approval from the MCB President. Such factors that the President may wish to consider include length of time active with the Section, length of time active with leadership, upcoming Section projects, recommendation from staff liaison and/or the general best interest of the Section.

Section 5. Vacancies: In the event of a vacancy in the office of Chair, the MCB President shall appoint a Chair with preference given to the Vice Chair. The newly appointed Chair shall serve the remainder of former Chair's term and will be considered by the President the following year for a full term. In the event of a vacancy in the office of Vice Chair, a recommendation from the Chair and staff liaison shall be made to the MCB President.

Section 6. Subgroups: Requests to form councils, task forces, ad hoc, or other groups shall be directed to the MCB Executive Director for consideration.

## **ARTICLE VII. Meetings**

Section 1. Open Meetings: Per Chapter 143 of the NC General Statutes, all MCB Committee & Section meetings (either in person, by phone, via email or other means of electronic communication) require at least 48 hour notice posted in the Bar & Foundation Center and on MeckBar.org.

Section 2. Annual Meeting: The Section's annual meeting shall be held during the first quarter on a date to be determined by Section leadership and the MCB staff liaison. At this meeting, the Section shall develop annual goals not inconsistent with the MCB annual goals.

Section 3. Additional Meetings: Section meetings or other programs may be held or called by the Chair or Board in conjunction with the staff liaison as deemed necessary. Other meetings may include CLE classes, networking lunches and socials, which should be for the benefit of the



entire Section membership. Non-section members may participate in Section activities pending available space and may incur an additional fee. (See Article VIII, Section 1: Financial & Accounting Procedures, Part C)

Section 4. Quorum: A minimum of five (5) members or five percent (5%) of Section membership, whichever is higher, shall constitute a quorum. The act of a majority of the votes cast at a properly noticed meeting at which a quorum is present shall be the act of the Section.

Section 5. Meeting Locations, Notices and Minutes: The staff liaison shall arrange meeting locations, notice meetings, distribute agendas and maintain minutes in accordance with North Carolina open meeting and public records laws. The full Section membership shall be invited to all meetings, programs and other events. Conference rooms at the Mecklenburg County Bar & Foundation Center are available for use and can be reserved in advance through the staff liaison. To remain in compliance with the NC public record statute (see below), an MCB staff liaison should be present at all meetings where Section business is discussed to record minutes unless prior arrangements have been approved by the Executive Director or the Executive Director's designee. As ex officio members of each Section, the MCB President and the MCB Executive Director will be invited to all Section meetings, programs, events and activities.

Per Chapter 132-1 of the NC General Statutes, public records shall be defined as all documents, papers, letters, maps, books, photographs, films, sound recordings, magnetic or other tapes, electronic data-processing records, artifacts, or other documentary material, regardless of physical form or characteristics, made or received pursuant to law or ordinance in connection with the transaction of public business by any agency of North Carolina government or its subdivisions. The public records and public information compiled by the agencies of North Carolina government or its subdivisions are the property of the people. Therefore, it is the policy of this State that the people may obtain copies of their public records and public information free or at a minimal cost unless otherwise specifically provided by the law.

Section 6. Section Actions: No action, report, resolution or recommendation of any Section shall be presented as the action or position of the MCB unless specifically approved by the Board.

## **ARTICLE VIII. Financial and Accounting Procedures**

### Section 1. Expenses:

- a) Prior to planning Section events/programs, Section leadership should request an updated financial report from the staff liaison to ensure adequate funds are available for the proposed event/program budget.
- b) Any use of Section funds including, but not limited to, securing a venue, providing food & beverage for attendees and/or securing additional vendors must be pre-approved by the Executive Director or the Executive Director's designee at least two weeks prior to the event/program if possible to ensure all Section events are for the benefit of the entire Section membership.
- c) Requests for Section sponsorships of events/programs from the Mecklenburg County Bar can be approved by the Section chair without a vote from the Section if the event/program will be for the benefit of the entire Section membership.



- d) Sections shall be self-sustaining and are expected to finance all Section activities through Section dues and/or other approved income sources, including sponsorships and admission fees. The MCB secures sponsorships for many events and programs, so before soliciting any sponsorships, Section members should check with the staff liaison to ensure there are no conflicts or prior sponsorship commitments from the proposed sponsor. Any request of sponsorship funds from one Section for the benefit of another Section should go through the staff liaison to ensure that the request is to the benefit of the entire Section membership and that adequate funds are available.
- e) When Section funds are used to hold events or programs, non-section members should pay an admission fee. The admission fee for non-section members should be an amount greater than the admission fee for Section members, if applicable. Sections have the option of covering the fee for non-Section members if sufficient funds are available and if approved by a majority vote of members at a properly noticed Section meeting prior to submission for approval by the Executive Director or the Executive Director's designee. Information on use of Section funds to benefit non-Section members will be included in the financial proposal submitted to the Executive Director for approval.
- f) All expenditures on behalf of a Section shall be paid directly by the MCB, unless prior arrangements have been approved by the Executive Director. Purchases made by individuals on behalf of the Section without prior approval from the Executive Director may not be eligible for reimbursement.
- g) Section financials will be posted on MeckBar.org quarterly and available at all Section business meetings. Updated financials may also be requested at any time from the MCB staff liaison.

#### Section 2. Administration Fee:

- a) An annual administration fee shall be deducted from Section membership dues of each member.
- b) The administration fee covers MCB expenses associated with the administrative support of the Section, including, for example, the creation and maintenance of Section membership lists, use of the Mecklenburg County Bar & Foundation Center, staff time to aid in scheduling and conducting Section events, and financial and accounting support.

#### Section 3. Budgeting:

- a) Sections are responsible for staying within the income available for that fiscal year through membership dues and approved income sources. The staff liaison shall provide reports on the Section balance, cost of proposed events/activities, membership numbers and income sources.
- b) Sections may carry over up to \$2,500 to the next fiscal year's budget. Anything in excess of \$2,500 shall be returned to the MCB at the end of each fiscal year.



#### Section 4. Reimbursements:

- a) Reimbursements to Section members shall only occur if prior arrangements are made between the Section Chair and the Executive Director or ED's designee.
- b) Sections shall be permitted to reimburse the reasonable expenses incurred by an approved CLE speaker who is not a member of the Section or the MCB. The reimbursement expenses shall generally be limited to transportation costs, charges for meals and overnight hotel accommodations. CLE speakers are, with rare exception, expected to be volunteers. However, the MCB recognizes that under exceptional circumstances, the payment of an honorarium is necessary to attract top-quality speakers. In these rare instances, the Section may be permitted to offer an honorarium if requested by the speaker and adequate funds are available (see MCB CLE Honorarium Policy for additional information).

#### Section 5. Sponsorships and Fundraising:

- a) Sponsorship activities that benefit the Section and further enhance its purpose shall be closely coordinated with the staff liaison.
- b) Sections shall be permitted to raise funds for charitable initiatives that are coordinated in advance with the Mecklenburg Bar Foundation, the charitable arm of the MCB. Sections may only make charitable contributions using MCB funds when directed to the Bar Foundation Fund, following the recommendation of the NC State Bar.
- c) Sections may not raise funds for the purpose of raising money for itself.

### **ARTICLE IX. Communications**

The MCB communicates to the Bar membership and public through the monthly *Mecklenburg Bar News*, weekly e-mail *Bar Blast*, website [www.MeckBar.org](http://www.MeckBar.org) and various social media avenues. Sections are encouraged to suggest newsletter topics to the Communications Committee for consideration, subject to the MCB Editorial Policy.

Section 1. Section Communications: The MCB, as an agency of the state, is bound by Chapter 132 of the General Statutes which addresses public records and open meetings. To ensure all section communications are distributed to an accurate and up-to-date membership list, and in compliance with NCGS 132 and MCB policies and procedures, all group communications to Section members shall originate from the MCB unless prior arrangements have been coordinated with the staff liaison. In light of the fluid nature of section membership with new members joining throughout the year, all group communications must be sent to the complete section membership.

#### Section 2. End of Year Report:

- a) At the conclusion of the fiscal year, each Section prepares a report assessing the Section's activities during the year and annual goals.
- b) The report shall be reviewed by the MCB Executive Committee and/or Board of Directors. Feedback to the Section shall be provided as needed.



- c) This report shall be posted on MeckBar.org to provide MCB members and the public an overview of Section activities.

## **ARTICLE X. Program Planning**

Section 1. Program Planning Overview: Sections shall develop an annual calendar of proposed events and a proposed budget in the first quarter of the fiscal year to ensure adequate planning and promotion time to maximize Section participation. This calendar and budget will be submitted to the Executive Director for approval after event logistics, including proposed use of Section funds, have been determined. Additional events/programs may be submitted to the Executive Director or the Executive Director's designee for approval on an individual basis with at least two weeks advance notice. The MCB requests that Sections refrain from planning any events during the month of May as this is when most of the Bar-wide spring events occur.

Section 2. CLE Programs: Communication and coordination of efforts regarding CLE programming between the Section Chair, Vice Chair, staff liaison, MCB CLE department and MCB CLE Committee are of the utmost importance.

- a) When planning CLE programs, Sections shall work with the staff liaison and the MCB CLE department to determine what, if any, Section funds and/or reimbursements will be required (for example, providing food for attendees from Section funds vs. including food cost into the price of the CLE). Because expenses related to CLE programming will also benefit non-Section members, a Section vote will be required to approve the use of Section funds for all CLE expenses and shall be included as part of the planning process when working with the CLE staff to determine the program budget.
- b) Both the Chair and Vice Chair are honorary members of the CLE Committee and are encouraged to attend the monthly committee meetings when planning a Section CLE.
- c) The Section is required to produce six or more hours of CLE on topics relevant to the Section.
- d) All CLEs must be accredited by the NC State Bar through the MCB CLE department. The NC State Bar requires a minimum of 45 days for CLE program accreditation.

Section 3. Community Service Projects: Sections are encouraged to provide and/or participate in community service projects related to its area of law. Proposals for community service projects are submitted to the MCB Community Service Committee for review and approval to ensure a legal nexus. Collaboration with other Sections is encouraged.

Section 4. Special Pro Bono Projects: Sections are encouraged to develop special pro bono projects that serve the needs of the community, in conjunction with the staff liaison and the Pro Bono & Legal Recruitment Committee. Sections may also be called upon to help coordinate projects to address unmet pro bono needs in the community.

Section 5. Other Activities: Other activities shall be reviewed with Section leadership and the staff liaison prior to development to identify next steps in the development and approval process.



## **ARTICLE XI. Creation or Dissolution of a Section**

Stated in the MCB Bylaws Article VIII Section 4 (a), the Board may authorize the organization, division, combination or dissolution of a Section.

### Section 1. Creation:

- a) The following documents must be completed and submitted to the Executive Director: A Section Development Form and a letter of joint interest signed by at least 35 MCB members stating their commitment to join the proposed Section if established.
- b) The formal request, including the documents listed above, must be submitted to the Executive Director and shall be presented to the MCB Executive Committee and Board of Directors for consideration and action. The outcome of the Executive Committee or Board of Directors will be communicated to the interested parties.
- c) Pending approval, the Section shall be held to the articles in this document.

### Section 2. Dissolution:

- a) The following factors are examples of what may be considered by the MCB Board of Directors: Lack of any activity during a fiscal year, a majority of the full Section membership votes to recommend dissolution or the Section no longer provides any benefit to or purpose for Section members. Other factors not detailed above may be considered as needed.
- b) Upon MCB Board action to dissolve the Section, the assets of the Section, net of liabilities, shall remain with the MCB.

## **ARTICLE XII. Amendments**

Any amendments to these Rules and Regulations must be approved by the MCB Board of Directors. Proposed amendments may be submitted for consideration with a majority vote at a Section meeting where a quorum is present. Notice of such proposed amendments must be given in advance in writing to Section members.

# MECKLENBURG COUNTY BAR STAFF

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## MCB POLICIES

(As approved by the Mecklenburg County Bar Board of Directors)

[To view the individual policies, visit MeckBar.org](http://MeckBar.org)

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1. CLE Discount Policy
2. CLE Fee Waiver Policy
3. CLE Proceed Sharing & Honorarium Policy
4. CLE Sale of Seminar DVDs Policy
5. CLE Video Replays Policy – Individual Law Firm Showings
6. Closed Session Protocol
7. Conflict of Interest Policy
8. Document Retention and Disposition Policy
9. Editorial Policy and Disclaimer
10. Expenses for Officers and Staff Policy
11. Facility Use Policy
12. Financial Policy
13. Fundraising Policy
14. Membership Fees Dissent Policy (*Dissent from Expenditures of Bar Membership Fees*)
15. Public Records Policy
16. Registration Cancellation / Refund Policy
17. Request for Endorsements of Activities and Programs Policy
18. Social Events Policy – Consumption of Alcohol
19. Use of Membership Dues Policy
20. Whistleblower Policy

## **MCB & MBF AWARDS**

*[To view the award descriptions and past award winners, visit MeckBar.org](http://MeckBar.org)*

1. Ayscue Professionalism Award
2. Julius L. Chambers Diversity Champion Award
3. Lawyer Referral Service Panel Member of the Year
4. Hon. James B. McMillan Fellowships
5. Extraordinary Pro Bono Service
6. Extraordinary Bar and/or Foundation Service Award
7. MCB Liberty Bell Award
8. MCB Young Lawyers Division Young Lawyer of the Year



## MECKLENBURG BAR FOUNDATION

### Executive Committee 2019-20

*(Term runs July 1 – June 30)*

Lori R. Keeton, *President*

Mark W. Kinghorn, *Incoming President*

Michael L. Martinez, *Secretary*

W. Robinson Heroy, *Treasurer and Chair, Finance and Investment Committee*

Deborah L. Dilman, *Chair, Development Committee*

Lakai C. Vinson, *Chair, Grant Review Committee*

Spencer B. Merriweather, III, *Past President and Chair, Nominating Committee*

### Board of Directors 2019-20

#### Class of 2020

Hon. Tracy H. Hewett\*\*

Sarah F. Hutchins

Pender R. McElroy\*

Sonya Pfeiffer

Claire J. Samuels

Lakai C. Vinson

#### Class of 2021

James R. Cass

Deborah L. Dilman\*

Marc S. Gentile

Maria Ortiz

Mandy E. Schuller\*\*

*Vacancy*

#### Class of 2022

Matthew S. DeAntonio

William H. Elam

James H. Henderson

Caroline T. Mitchell

P. Barrett Morris

Thomas E. Powers

#### Ex Officio

Leah R. Campbell, *Interim Executive Director*

\*2<sup>nd</sup> term

\*\* Serving a vacancy



## **Mission Statement**

The mission of the Mecklenburg Bar Foundation is to advance public understanding and respect for the rule of law and the role of the legal profession; to promote the highest ideals of professionalism, public service, and access to the legal system; and to support the charitable and educational goals of the Mecklenburg County Bar.

## **Bar Foundation Fund**

The Bar Foundation Fund (BFF) is the primary means of fundraising for the Mecklenburg Bar Foundation. The Fund is supported by the generosity of Mecklenburg County attorneys to help advance organizations and projects that have a legal nexus as well as to support the programs and operations of the Mecklenburg County Bar. Grants are awarded to projects that improve access to justice, education and legal development, and increase public awareness of jurisprudence.

The BFF is an umbrella campaign that includes both unrestricted and restricted giving and allows the Foundation to recognize all of its supporters, all year long. Giving funds that make up the Bar Foundation Fund include:

### **Lawyers' Impact Fund**

The Lawyers' Impact Fund (LIF) is the Foundation's unrestricted giving fund. Gifts to this fund provide grants that support and enhance projects and organizations that have a legal nexus in the greater community as well as support the day-to-day operations of the Foundation. Because MCB membership dues do not support this separate, charitable organization, your tax-deductible donations to the Lawyers' Impact Fund are the lifeblood of the Mecklenburg Bar Foundation.

### **Hon. James B. McMillan Fellowship Fund**

The Hon. James B. McMillan Fellowship Fund was established in 1995 to honor the memory and example of U.S District Court Judge James B. McMillan with the goal of promoting justice and innovation within the legal system in Mecklenburg County. Through this fund, the Foundation awards summer fellowships to law students pursuing legal careers in the nonprofit or government sector.

### **Law & Society**

The Law & Society Lecture presents a speaker of interest to the public and those in the legal profession to advance public understanding and respect for the rule of law and the role of the legal profession in accordance with the Foundation's mission. Previous speakers include: Ralph Nader, Special Prosecutor Kenneth Starr, Harvard law professor Arthur Miller, Supreme Court Associate Justice Antonin Scalia, Janet Reno, the first woman Attorney General of the United States, celebrated author Kathy Reichs, and "Master of Disaster" Ken Feinberg.

### **Bar Leadership Institute (BLI)**

The Bar Leadership Institute is a six-month program designed to cultivate future leaders with an emphasis on giving back to the Bar and the community through involvement with the Mecklenburg County Bar and Mecklenburg Bar Foundation leadership projects.

## TAKE ADVANTAGE OF YOUR BAR – GET INVOLVED

### **Membership At A Glance: Active Members: 5,561 members (as of September 2019)**

**Bar & Foundation Center** - The Bar & Foundation Center is available to MCB members free of charge for meetings, conferences, depositions and MCB's CLE programs during business hours.

**Committees** - The goals of the MCB are accomplished through the work of established committees and sections. Please take a moment to consider a volunteer role with the MCB by serving on one or more committees.

**Communications** - The monthly *Mecklenburg Bar News*, weekly Bar Blasts, MeckBar.org, MCB Facebook, Twitter and LinkedIn pages keep MCB members up to date on important announcements, MCB offerings, judge and lawyer profiles and CLE opportunities.

**Continuing Legal Education** - More than 125 accredited CLE programs are offered annually by the MCB, and more than 50 online CLE programs available on-demand at MeckBarCLE.org.

**Diversity & Inclusion** - The MCB recognizes that to better address the societal and individual needs of our community it must continue to develop a legal profession that adequately represents the diversity of our local population. In order to achieve this representation, the MCB ensures that diversity is an intrinsic element in all it does.

**Grievance** - The MCB investigates potential professional code of conduct violations and makes recommendations to the NC State Bar.

**Lawyer Referral Service** - An ABA-accredited service that provides clients referrals to attorney panel members at no cost.

**Linking Lawyers** - This program pairs a less experienced attorney with a more experienced attorney in a collaborative mentoring relationship to serve as a resource on issues of professional conduct and career perspective, as well as to provide an introduction into diverse areas of the law.

**Memorials** - Memorial services in open ceremonial court are arranged for the families of deceased attorneys, when the family desires, by the MCB.

**Networking** - Networking and social activities are scheduled throughout the year for MCB members, including monthly luncheons, basketball and softball leagues, the Legal Eagle Charity Golf Tournament, Annual Meeting, Law Day Luncheon, Holiday Party and Law & Society Luncheon.

**Pro Bono Volunteer Opportunities** – The MCB connects members with pro bono opportunities in collaborative legal service organizations and special pro bono projects on an as-needed basis.

**Sections** - The MCB offers 12 sections that provide members with opportunities to network and develop skills alongside attorneys who practice in the same area of law.

**Swearing-In Ceremonies** - More than 200 new attorneys attend the ceremonial court sessions and receptions each year to be sworn-in to the Bar.

**Young Lawyers Division** - Provides new lawyers organized opportunities to participate in MCB activities, and creates programs, community service and networking opportunities of value to new attorneys. Open to attorneys 36 years of age or younger, or to attorneys in their first three years of practice.

## Networking Opportunities

The Mecklenburg County Bar organizes a variety of networking and social activities throughout the year for our members. **Visit [MeckBar.org](http://MeckBar.org) for up-to-date details.**

### Networking highlights include:

The Mecklenburg County Bar Social & Networking and Sports Committees organize a **holiday party, basketball and softball leagues** and the **MCB Annual Meeting** – all opportunities to get to know your fellow Bar members. In addition, the Mecklenburg County Bar, Mecklenburg Bar Foundation and Justice Initiatives co-host an annual charity golf tournament for members and non-members alike. This is a great opportunity to meet your fellow attorneys and/or bring your clients.

The **monthly Luncheon Series** is held the first Thursday of each month from September through April. Enjoy a lunch and remarks from a speaker, while networking with other MCB members.

**Law & Society Luncheon** is an annual luncheon with a keynote speaker that is of interest to the public and the legal profession. The annual Ayscue Professionalism Award, the highest honor of the Mecklenburg Bar Foundation, is presented to that year's honoree. MCB members and the public gather during this annual event.

**Law Day Lunch** is held each year on or about May 1 to celebrate the role of law in our society and to cultivate a deeper understanding of the legal profession. The annual Liberty Bell Award that honors a non-lawyer in the community for contributing to the promotion of freedom under the law is presented during this event.

The **Young Lawyers Division** offers new lawyers a great opportunity to meet and network with other lawyers and to get involved both in the community and in the Bar. There are numerous committees in which you may be interested, including the Community Service Committee, Connectivity Committee, Education Committee, Legal Assistance Committee, Membership Committee, and Social Committee. Each of these committees completes several projects throughout the year.

**MCB Sections** serve our members within particular fields, providing educational, social and networking opportunities for section members. Sections are an invaluable way to get connected with your colleagues. Sections registration can be found on [MeckBar.org](http://MeckBar.org).

## Young Lawyers Division (YLD)

Congratulations and welcome to the Mecklenburg County Bar. As Chair of the Young Lawyers Division of the Mecklenburg County Bar, I congratulate you on your many accomplishments. You made it – you have arrived to the Mecklenburg County Bar, and I am thrilled to introduce you to the YLD and all that it has to offer.

As a new member to the MCB your first year of membership in YLD is free. That means you are automatically a member of the YLD for a year with access to its socials, community service projects, ask-a-lawyer days, and other events without having to do (or pay) anything.

What is the YLD? The YLD is open to all lawyers who are 36 years of age or under or are within their first three years of practice. Our goals are to promote collegiality among young lawyers through professional and social activities, to serve the citizens of Mecklenburg County through community service projects, and to facilitate young lawyers' participation in the Mecklenburg County Bar.

The YLD offers new lawyers a great opportunity to meet and network with other lawyers and to get involved both in the community and in the Bar. We have numerous committees in which you may be interested:

- **Community Service Committee**—Coordinates relevant public service opportunities for YLD members. Past events include Salvation Army Christmas and Habitat for Humanity Build.
- **Education Committee**—Organizes activities that educate the Mecklenburg County community about the law and involve our lawyers in community projects, including: YLD CLE planning or Academic Internship Program with CMS middle school age students.
- **Legal Assistance Committee**—Organizes projects which provide legal assistance to the citizens of Mecklenburg County and/or North Carolina as a whole, including free, walk-in legal clinics. Upcoming events include a legal clinic for Habitat for Humanity and an Ask-A-Lawyer Day.
- **Social Committee**—Plans quarterly socials for YLD members and other events which promote the interests of YLD members.
- **Membership Committee**—Focuses on increasing YLD membership, ensuring that the YLD meets the needs of its members, assisting in plans for the new lawyer swearing-in ceremonies, and coordinates the annual MCB YLD Young Lawyer of the Year Award
- **Connectivity Committee**—Ensures that the YLD members are actively participating in the goals and missions of the MCB to bridge the gap between the YLD and the MCB. Plans networking events and events for YLD members with families

You can find information about our events on our section of MeckBar.org, e-mail blasts from the MCB, and our Facebook page. I invite and encourage you to become a member of YLD and get involved.

Think of the MCB and YLD not as competing with your practice obligations, but as a supplement to building your attorney reputation and a successful practice in our legal community. If you have any questions or would like to discuss how to get more involved in the YLD, please call or e-mail me.

Congratulations again and welcome to the YLD!



**Michael Harman**  
*Young Lawyers Division Chair, 2019-20*  
michael@harmanlawnc.com

# MECKBAR.ORG LOG IN & E-COMMUNITIES INFORMATION

## Step 1:

Visit MeckBar.org and click 'Log In' in the upper right section of the page



## Step 2:

Enter your username and password when prompted and click the 'Login' icon

**SITE LOGIN**

**Username:**

**Password:**

[I forgot my username or password](#)

## Step 3:

After logging in, you will be returned to the MeckBar.org homepage. Now click 'MyMCB' in the upper right section of the page.



## **Step 4:**

After clicking ‘MyMCB’, you will be directed to your MyMCB page where you can find upcoming events, CLEs, announcements, and your E-Communities. Go to the E-Communities box and click on your committee.

The screenshot displays a dashboard with six main sections:

- Upcoming Events** (My Events):
  - Memorial Service for James F. Wood III
  - Memorial Service for Hon. Marvin K. Gray
  - Legal Eagle Charity Golf Tournament
  - 2018 Law & Society Luncheon
  - [View the Full Calendar](#)
- Upcoming CLE** (My CLE):
  - Video Replay: View From the District, Superior and Federal Bench (2018)
  - Representing Tenants Facing Eviction
  - The Disease of Addiction: Why Are We Here?
  - Judicial Redistricting
  - Video Replay: Assisting Self-Represented Litigants Navigate the Court System (2017)
- Quick Links**:
  - My CLE History
  - Section & Committee Membership Management
  - Membership Directory
  - Support the Mecklenburg Bar Foundation
  - Post an Announcement/Classified Ad
  - View/Manage My LRS Cases
  - Online Store
  - Sponsorship Opportunities
  - Advertise
- My E-Communities** (indicated by a red arrow):
  - Audit Committee
  - Bar Leadership Institute Committee
  - Business Law Section
  - Civil Litigation Section
  - Communications Committee
- Announcements**:
  - Grievance Committee Meeting - Aug. 15
  - MBF Board Orientation 8.28.18 11 a.m.
  - REMINDER: 8-15-18 Apex Subcommittee Meeting
  - REMINDER: 8-9-2018 CLDC Subcommittee Meeting
  - Welcome to the CLE Committee
- Outstanding & Past Due Invoices**:
  - You do not have any outstanding invoices.
  - [View All](#)

## **Step 5:**

Once you click on your committee’s E-Community link, you will be directed to its E-Community page where you can find the committee roster, announcements, upcoming meetings, and meeting materials.

### **MCB BOARD OF DIRECTORS**

All Communities

[Home](#) | [Directory](#) | [Files](#) | [Calendar](#) | [Announcements](#)