

FRANKLIN COUNTY BAR ASSOCIATION

Annual Membership Meeting

Friday, December 4, 2020

Via Zoom

AGENDA

- 1) **Call to order and welcome**
- 2) **FCBA Admission Ceremony & Wingerd Award Update**
- 3) **Recognition of members' milestone admission anniversaries - pg 2**
- 4) **Approval of minutes from December 6, 2019 meeting - pg 3-7**
- 5) **News from PBA**
- 6) **PABAR-PAC report**
- 7) **Treasurer's report for FY2020, budget for FY2021 - pg 8-13, 14-17**
- 8) **Executive Director's Report - pg 18**
- 9) **Committee reports**
 - a) **Ad hoc Judicial Liaison Committee Report - pg 19**
 - b) **Bench Bar Partnership Committee Report - pg 20**
 - c) **Legal Education Committee Report - pg 21-22**
 - d) **Newsletter Committee Report - pg 23**
 - e) **Social Committee Report**
 - f) **YLD Report - pg 24-25**
- 10) **Franklin County Law Library Association report**
- 11) **Legal Services report - pg 26, 27, 28**
 - a) **Election of Franklin County Legal Services' Board of Directors**
- 12) **Old business**
- 13) **New business**
 - a) **By laws proposal - 2.09: Standard of Conduct of Members - pg 29-36**
- 14) **Election of 2021 Board of Directors - pg 37**
- 15) **PBA House of Delegates report - pg 38-41**
- 16) **Adjournment**

Congratulations to our members celebrating milestone anniversaries in 2020!

45 Years: Timothy W. Misner ★ Timothy S. Sponseller

40 Years: Philip S. Cosentino

35 Years: Bradley R. Bolinger ★ Jack Sharpe

30 Years: David R. Breschi ★ Stephen D. Kulla ★ Joseph A. Macaluso

20 Years: Clinton T. Barkdoll ★ Matthew D. Fogal ★ M. Teri Hall Stiltner

Thomas J. Trgovac

15 Years: John A. Abom ★ Ian M. Brink ★ Jennifer S. Newman

Abigail J.W. Salawage ★ Honorable Mary Beth Shank ★ David F. Spang

10 Years: Jared S. Childers ★ David J. Drumheller ★ David R. Erhard

Zachary I. Mills ★ Kristin Diller Nicklas ★ Mark T. Orndorf

Tracy J. Ross ★ Honorable Todd M. Sponseller

5 Years: Erich E. Hawbaker ★ Zachary M. Rice

FRANKLIN COUNTY BAR ASSOCIATION

Annual Membership Meeting

December 6, 2019

Orchards Restaurant, Chambersburg, PA

1. **Call to Order and Welcome** – President Kristen Hamilton called the meeting to Order at 11:55 a.m. A quorum was present.
2. **PBA - Pennsylvania Bar Association** President Anne John spoke to the membership. She commended Kristen Hamilton as FCBA President and as Zone 3 Governor of the PBA. She congratulated the Honorable Carol Van Horn on her retirement and the Honorable Shawn Meyers, on becoming the new President Judge of the 39th Judicial District. She congratulated Forest Myers on his prior and ongoing service to the PBA. She encouraged Bar Membership and involvement at both the local and state levels and encouraged members to join a PBA committee.
3. **Recognition** – The following members were recognized for their years of membership:
4. **Approval of Minutes from December 7, 2018, Meeting** – The meeting minutes from the December 7, 2018 annual meeting were approved with no corrections or amendments on a _____ motion.
5. **Treasurer's Report for FY2019, and Budget for FY2020** – Nancy Meyers presented the Treasurer's Report and the 2020 Budget. There were neither any questions on the 2019 Treasurer's Report nor the 2020 Budget. The items were approved on a Marty Walker/Teri Stiltner motion.
6. **Executive Director's Report** – Amelia Ambrose provided a written summary of 2019, which was attached to the meeting materials for members to review. There were no additions from Amelia Ambrose and there were no questions or concerns raised by the

members. Kristen Hamilton commended Amelia for the work she has done in assisting Kristen as the PBA Zone 3 Governor. Kristen commented that the work performed by Amelia to assist the PBA Zone 3 Governor has reflected well upon the FCBA. Amelia reminded members to cast a vote for the candidates for the Judicial Evaluation Committee.

7. Committee Reports –

- a. Bench Bar Partnership Committee** – Maria Cognetti thanked the membership for their participation and noted that she is honored to serve as Chair. There was greater than 50% attendance at the October 2019 Bench Bar, which was very strong as compared to other counties. The Honorable Shawn Myers, P.J., encouraged members to provide feedback on future topics and to actively participate in suggesting subject matter for the conferences.
- b. Legal Education Committee** – Written report was submitted.
- c. Newsletter Committee** - Nicole Sipe noted that she is stepping down as Chair, as she is returning to practice full-time in Cumberland County. Kristen thanked Brandon Copeland and Nicole for their service on the Committee and invited members to participate as volunteers.
- d. YLD Committee** – Victoria Beard provided a summary on the robust activities performed by the YLD this year and invited non YLD members to participate in future bar events sponsored by the YLD.
- e.** Marty Walker thanked the membership for the donated funds for Courthouse planters. Marty noted that there have been a number of public comments on the pleasant appearance of the Courthouse.

8. Franklin County Law Library Association Report – In addition to the submitted written report by Clint Barkdoll, Tony Cosentino reported that the Law Library remains in good shape financially. Tony reminded the membership of the new security measures enacted by the Law Library Association, that only members access the Law Library after hours and that all entrants into the Law Library sign the sign in sheet.

9. Legal Services Reports –

- a. **Women in Need.** Deborah Dresser Neiderrerr thanked everyone for their participation and volunteer efforts with regard to pro bono assistance. Deborah noted that WIN has two attorneys and comparable stats to FCLS and Mid Penn. She thanked the bar members for their support. Deborah noted there were 2004 protective orders and 86 custody matters addressed in 2019. There were 11 PFA attorneys and 9 of them were used. She asked members to continue to volunteer their services. Deborah thanked Mid Penn for taking conflict cases.
- b. **Mid Penn Legal Services.** Paul Edger, managing attorney of Mid Penn, thanked everyone for their participation and volunteer efforts with regard to pro bono assistants. Paul noted there were 742 residents in Franklin/Fulton County assisted in 2019 with 5,555 hours devoted to assisting clients between Brandon Copeland, Nicole Sipe and Victoria Beard. Paul noted that for volunteer efforts, attorneys can receive CLE certification for up to 3 credits for every five hours donated.
- c. **Franklin County Legal Services.** Gloria Keener thanked everyone for their participation and volunteer efforts with regard to pro bono assistance. It was noted that FCLS currently has 5 volunteers. The 2019 FCBA representatives who were slated to serve on the FCLS Board included Tom Steiger, Jr., Jack Sharpe, AJ Benchoff, Clint Barkdoll and Phil Cosentino. The slate of officers was approved on a Forest Myers/Erie Weisbrod motion. Gloria noted that 650 matters were addressed in 2019 and the three largest areas included custody, immigration and landlord tenant.
- d. **Pro Bono Committee.** A written report was submitted. There were no additions to the report. Kristen Hamilton congratulated Chris Reibsone on his receipt of the Pro Bono Award at the Pro Bono luncheon held in October of 2019.

10. Old Business – Kristen Hamilton noted that there was no old business on the agenda.

11. New Business –

- a. **Ad Hoc Harassment Committee Report** – Brandon Copeland provided an update regarding the forthcoming policy of the FCBA on anti-harassment. An *ad hoc* committee has been formed between Brandon and Dr. Sara Grove. The policy proposed should be submitted to the Board of Directors shortly and the goal is to adopt the policy within the forthcoming year.
- b. **Election of Judicial Evaluation Committee Members** – Forest Myers, Chair of the Judicial Evaluation Committee, provided a report that reviewed the Committee's efforts in 2019. Forest stressed the importance of FCBA member participation, as a turnout of less than 50% would require that the results not be released. Forest and Kristen Hamilton thanked the committee for their service.
- c. The Honorable Shawn Meyers, P.J., advised the membership about a guardian ad litem tracking system that is being discussed. Judge Meyers has joined the Governance Committee at the request of the Pennsylvania Superior Court. Options in the 39th Judicial District could include asking the County for a position or trying to work with the Department of Aging for review. The concept could approve a Court appointed rate for attorneys that would perform guardian ad litem tracking review and would include a monthly rotation of a review of cases for the attorney. Judge Meyers noted it is meaningful and impactful work. The concept would involve approximately 6 attorneys who take appointments and the attorneys would be individually trained by Judge Meyers. The concept would include attorneys that are not currently handling guardian ad litem matters, to avoid frequent conflicts.
- d. Kristen Hamilton advised the membership that her office has an open door policy for both attorneys and non-attorneys and that her and Eric Weisbrod will be hosting an event on January 3, 2020. She is planning on having social events at her office regularly and encouraged other members' firms to do the same to boost collegiality among the bar members.

12. Election of 2020 Board of Directors – The proposed slate of officers, included with the meeting materials, was approved on a Brad Griffe/Nicole Sipe motion.

13. PBA House of Delegates Report - A written report was submitted. Kristen urged members to stay up to date on matters that are important to their practice as many changes are coming. Kristen noted that Tracey Ross and Cayla Amsley Mummert are the House of Delegates' representatives for Franklin County.

14. News from PBA – As noted above, PBA President Anne John addressed the membership. Additionally, Karla Betts, Director of Member Services for the PBA thanked the membership for having her attend, as it was her first meeting. Ashley Murphy, PBA Legislative Counsel, also attended in lieu of Fred Cabal. Ashley provided an update on legislation that is being reviewed by the PBA legislative team.

15. PABAR-PAC Report – Thomas Steiger, Jr., addressed the membership and reminded members to be vigilant and mindful of potential threats to their practice, including sales tax on legal services. Tom urged increased participation and contributions, and noted how other Pennsylvania trades continue to contribute far more money than attorneys to their PAC. Tom urged members to be community leaders and that if we are unable to protect our livelihood, we will not be able to do what we want to do professionally.

16. Adjournment and Lunch – AJ Benchoff assumed the role of FCBA President and thanked Kristen for her years of service, not only as President of FCBA, but also through her years coming up the leadership ranks of FCBA. Kristen thanked the membership for the privilege to service and noted how special it is to be a member in an organization that has the character of a small bar but the power of a large bar.

On a Kristen Hamilton/Terri Stiltner motion, the meeting was adjourned at 1:12 p.m.

Respectfully submitted,

Tony Cosentino, Secretary

Franklin County Bar Association, Inc.
Profit & Loss Budget vs. Actual
December 1, 2019 through November 18, 2020

	Dec 1, '19 - No...	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Donations Received	327	0	327	100%
Dues Income				
Find a Lawyer Program	2,138	3,000	-863	71%
Full Member	20,960	22,000	-1,040	95%
Associate Member	1,160	1,400	-240	83%
Retired Member	350	125	225	280%
Pennsylvania Bar Association	36,640	39,000	-2,360	94%
PBA Legislative Contributions	400	0	400	100%
Total Dues Income	61,648	65,525	-3,878	94%
FCLLA Contract	18,150	19,800	-1,650	92%
Events and Programs Income				
Social Committee Events	0	1,000	-1,000	0%
CLE Programs	4,647	5,000	-353	93%
Total Events and Programs Income	4,647	6,000	-1,353	77%
Legal Journal Notices				
Estate	38,610	38,720	-110	100%
Sheriff's Sale	20,855	43,260	-22,405	48%
Corporation	2,170	2,525	-355	86%
Fictitious Name	1,750	3,207	-1,457	55%
Clerk of Courts	1,176	1,472	-296	80%
Tax Claim Bureau	1,968	3,200	-1,232	62%
Other	4,065	7,296	-3,231	56%
Total Legal Journal Notices	70,594	99,680	-29,086	71%
Advance Sheet Subscriptions	1,540	1,600	-60	96%
Legal Journal Classified Ads	150	0	150	100%
Conference Room Use	400	300	100	133%
Interest Income				
Orrstown Checking	130	300	-170	43%
Investment Interest/Dividends	1,298	0	1,298	100%
OB Money Market	416	350	66	119%
Total Interest Income	1,844	650	1,194	284%
Miscellaneous Income	5,139	0	5,139	100%
Total Income	164,439	193,555	-29,116	85%
Gross Profit	164,439	193,555	-29,116	85%
Expense				
Intuit Direct Deposit Fees	23	50	-27	47%
PayPal Fees	112	450	-338	25%
Dues				
Chamber of Commerce Membership	279	300	-21	93%
Contribution to PBA Legis. Dept	2,300	2,000	300	115%
Find a Lawyer	278	360	-83	77%
Pennsylvania Bar Association	32,143	36,000	-3,857	89%
PABE/NABE	125	200	-75	63%
Conf. of County Legal Journals	50	50	0	100%
Total Dues	35,174	38,910	-3,736	90%
Events and Programs Expenses				
Speaker's Fees	0	7,500	-7,500	0%
Women's Club Courthouse Planter	913	1,200	-287	76%
Bar Events				
Social Committee Events	139	8,500	-8,361	2%
Other Events	1,042	2,000	-958	52%
Total Bar Events	1,181	10,500	-9,319	11%

Franklin County Bar Association, Inc.
Profit & Loss Budget vs. Actual
December 1, 2019 through November 18, 2020

	Dec 1, '19 - No...	Budget	\$ Over Budget	% of Budget
Annual Meeting	2,163	3,300	-1,137	66%
Bench-Bar Conference	113	0	113	100%
CLE Programs	845	2,000	-1,155	42%
Young Lawyers	3,707	4,000	-293	93%
Total Events and Programs Expenses	8,921	28,500	-19,579	31%
Contribution to Legal Services	15,000	15,000	0	100%
Operating Expenses				
Payroll Expenses				
Contract Labor	1,518	3,000	-1,482	51%
Executive Director Salary	49,039	51,000	-1,962	96%
Total Executive Director	49,039	51,000	-1,962	96%
Payroll Taxes	3,922	4,250	-328	92%
Workers' Compensation	1,094	1,175	-81	93%
Total Payroll Expenses	55,573	59,425	-3,852	94%
Professional Services				
Audit/Review	3,700	3,600	100	103%
Accountant Fees	6,765	8,500	-1,735	80%
Headnoter Fees	850	2,000	-1,150	43%
Total Professional Services	11,315	14,100	-2,785	80%
Rent				
Parking Spaces	528	530	-2	100%
Rent - Other	3,000	3,000	0	100%
Total Rent	3,528	3,530	-2	100%
Copier Lease	4,100	4,000	100	102%
Office Supplies/Equipment				
Supplies/Equipment/Furnishings	1,968	2,500	-532	79%
Computer Hardware/Software	2,117	3,000	-883	71%
Total Office Supplies/Equipment	4,084	5,500	-1,416	74%
Telephone	1,224	1,500	-276	82%
IT				
Website & Tech Support	598	3,000	-2,402	20%
Total IT	598	3,000	-2,402	20%
Postage				
First Class	110	500	-390	22%
Periodical	800	800	0	100%
Postage - Other	243	0	243	100%
Total Postage	1,153	1,300	-147	89%
Insurance -- Liability/Renter's	1,357	1,500	-143	90%
Total Operating Expenses	82,932	93,855	-10,923	88%
Conferences and Seminars				
Conf. of County Bar Leaders	3,482	3,000	482	116%
Pa. Assoc. of Bar Executives	0	500	-500	0%
PBA Zone 3 Activities	200	500	-300	40%
Total Conferences and Seminars	3,682	4,000	-318	92%
Memorial/Flower Fund	0	350	-350	0%
Wingerd Award	37	200	-163	19%

11/18/20
Accrual Basis

Franklin County Bar Association, Inc.
Profit & Loss Budget vs. Actual
December 1, 2019 through November 18, 2020

	Dec 1, '19 - No...	Budget	\$ Over Budget	% of Budget
Contingency Fund				
Judge Photo	236	250	-14	94%
Contingency Fund - Other	0	5,000	-5,000	0%
Total Contingency Fund	236	5,250	-5,014	4%
Miscellaneous Expenses	0	4,000	-4,000	0%
Total Expense	146,117	190,565	-44,448	77%
Net Ordinary Income	18,322	2,990	15,332	613%
Other Income/Expense				
Other Income				
Unrealized Gains on Investments	2,710	0	2,710	100%
Total Other Income	2,710	0	2,710	100%
Net Other Income	2,710	0	2,710	100%
Net Income	21,031	2,990	18,041	703%

11/18/20
Accrual Basis

Dues
Franklin County Bar Association, Inc.
Profit & Loss by Class
December 1, 2019 through November 18, 2020

	Dues	TOTAL
Ordinary Income/Expense		
Income		
Donations Received	322	322
Dues Income		
Find a Lawyer Program	2,138	2,138
Full Member	20,800	20,800
Associate Member	1,160	1,160
Retired Member	350	350
Pennsylvania Bar Association	36,305	36,305
PBA Legislative Contributions	400	400
Total Dues Income	61,153	61,153
Total Income	61,475	61,475
Gross Profit	61,475	61,475
Expense		
PayPal Fees	2	2
Dues		
Chamber of Commerce Membership	279	279
Contribution to PBA Legis. Dept	2,300	2,300
Find a Lawyer	278	278
Pennsylvania Bar Association	32,143	32,143
PABE/NABE	125	125
Conf. of County Legal Journals	50	50
Total Dues	35,174	35,174
Total Expense	35,176	35,176
Net Ordinary Income	26,299	26,299
Net Income	26,299	26,299

Conferences and Seminars
Franklin County Bar Association, Inc.
Profit & Loss by Class
December 1, 2019 through November 18, 2020

11/18/20
Accrual Basis

	Conferences and Seminars	TOTAL
Ordinary Income/Expense		
Income		
Miscellaneous Income	125	125
Total Income	125	125
Gross Profit	125	125
Expense		
Conferences and Seminars		
Conf. of County Bar Leaders	3,482	3,482
PBA Zone 3 Activities	200	200
Total Conferences and Seminars	3,682	3,682
Total Expense	3,682	3,682
Net Ordinary Income	-3,557	-3,557
Net Income	-3,557	-3,557

Events and Programs
Franklin County Bar Association, Inc.
Profit & Loss by Class
December 1, 2019 through November 18, 2020

11/18/20
Accrual Basis

	Events and Programs	TOTAL
Ordinary Income/Expense		
Income		
Events and Programs Income		
CLE Programs	4,647	4,647
Total Events and Programs Income	4,647	4,647
Total Income	4,647	4,647
Gross Profit	4,647	4,647
Expense		
PayPal Fees	3	3
Events and Programs Expenses		
Women's Club Courthouse Planter	913	913
Bar Events		
Social Committee Events	139	139
Other Events	1,042	1,042
Total Bar Events	1,181	1,181
Annual Meeting	2,163	2,163
Bench-Bar Conference	113	113
CLE Programs	810	810
Young Lawyers	3,707	3,707
Total Events and Programs Expenses	8,887	8,887
Total Expense	8,889	8,889
Net Ordinary Income	-4,243	-4,243
Net Income	-4,243	-4,243

Operating Expenses

Franklin County Bar Association, Inc.

Profit & Loss by Class

December 1, 2019 through November 18, 2020

11/18/20

Accrual Basis

	Operating Expenses	TOTAL
Ordinary Income/Expense		
Income		
FCLLA Contract	18,150	18,150
Conference Room Use	400	400
Interest Income		
Orrstown Checking	130	130
Investment Interest/Dividends	1,298	1,298
OB Money Market	416	416
Total Interest Income	1,844	1,844
Miscellaneous Income	5,000	5,000
Total Income	25,394	25,394
Gross Profit	25,394	25,394
Expense		
Intuit Direct Deposit Fees	23	23
Events and Programs Expenses		
Bar Events	0	0
CLE Programs	20	20
Total Events and Programs Expenses	20	20
Operating Expenses		
Payroll Expenses		
Contract Labor	1,518	1,518
Executive Director Salary	49,039	49,039
Total Executive Director	49,039	49,039
Payroll Taxes	3,922	3,922
Workers' Compensation	1,094	1,094
Total Payroll Expenses	55,573	55,573
Professional Services		
Audit/Review	3,700	3,700
Accountant Fees	6,765	6,765
Total Professional Services	10,465	10,465
Rent		
Parking Spaces	528	528
Rent - Other	3,000	3,000
Total Rent	3,528	3,528
Copier Lease	1,402	1,402
Office Supplies/Equipment		
Supplies/Equipment/Furnishings	1,520	1,520
Computer Hardware/Software	1,555	1,555
Total Office Supplies/Equipment	3,075	3,075
Telephone	1,224	1,224
IT		
Website & Tech Support	598	598
Total IT	598	598
Postage		
First Class	110	110
Postage - Other	243	243
Total Postage	353	353

Operating Expenses
Franklin County Bar Association, Inc.
Profit & Loss by Class
December 1, 2019 through November 18, 2020

11/18/20
Accrual Basis

	Operating Expenses	TOTAL
Insurance -- Liability/Renter's	1,357	1,357
Total Operating Expenses	77,575	77,575
Wingerd Award	37	37
Contingency Fund		
Judge Photo	236	236
Total Contingency Fund	236	236
Total Expense	77,891	77,891
Net Ordinary Income	-52,497	-52,497
Other Income/Expense		
Other Income		
Unrealized Gains on Investments	2,710	2,710
Total Other Income	2,710	2,710
Net Other Income	2,710	2,710
Net Income	-49,787	-49,787

Philanthropy
Franklin County Bar Association, Inc.
Profit & Loss by Class
December 1, 2019 through November 18, 2020

11/18/20
Accrual Basis

	Philanthropy	TOTAL
Ordinary Income/Expense		
Expense		
Contribution to Legal Services	15,000	15,000
Total Expense	15,000	15,000
Net Ordinary Income	-15,000	-15,000
Net Income	-15,000	-15,000

FRANKLIN COUNTY BAR ASSOCIATION

BUDGET FOR THE PERIOD DECEMBER 1, 2020 TO NOVEMBER 30, 2021

Ordinary Income/Expenses		2021 Budget		2020 Budget		2020 Actual	
Income							
Dues Income							
1	Find a Lawyer	\$3,000		\$3,000		\$2,138	
2	Full Member	\$22,000		\$22,000		\$20,960	
3	Associate Member	\$1,400		\$1,400		\$1,160	
4	Senior Member	\$0		\$0		\$0	
5	Retired Member	\$125		\$125		\$350	
6	Pennsylvania Bar Association	\$39,000		\$39,000		\$36,640	
7	Pennsylvania Legislative Contrib.	\$0		\$0		\$400	
Total Dues			\$65,525		\$65,525		\$61,648
8	FCLLA Contract	\$19,800	\$19,800	\$19,800	\$19,800	\$18,150	\$18,150
Events and Programs Income							
9	Social Committee Events	\$1,000		\$1,000		\$0	
10	CLE Programs	\$5,000		\$5,000		\$4,647	
11	Bench Bar	\$18,000		\$0		\$0	
Total Events and Programs Income			\$24,000		\$6,000		\$4,647
Legal Journal Notices							
12	Estate	\$38,720		\$38,720		\$38,610	
13	Sheriff's Sale	\$35,500		\$43,260		\$20,855	
14	Corporation	\$2,525		\$2,525		\$2,170	
15	Fictitious Name	\$3,100		\$3,207		\$1,750	
16	Clerk of Courts	\$1,500		\$1,472		\$1,176	
17	Tax Claim Bureau	\$3,200		\$3,200		\$1,968	
18	Other	\$7,000		\$7,296		\$4,065	
Total Legal Journal Notices			\$91,545		\$99,680		\$70,594
19	Advance Sheet Subscriptions	\$1,600	\$1,600	\$1,600	\$1,600	\$1,540	\$1,540
20	Legal Journal Classified Ads	\$0		\$0		\$150	\$150
21	Conference Room Use	\$300	\$300	\$300	\$300	\$400	\$400
Interest Income							
22	Orrstown Checking Acct	\$150		\$300		\$130	
23	Investment Interest/Dividends	\$0		\$0		\$1,298	
24	OB Money Market	\$375	\$525	\$350	\$650	\$416	
Total Interest Income							\$1,844
25	Micellaneous Income	\$0		\$0		\$5,139	\$5,139
26	Donations	\$0		\$0		\$327	\$327
TOTAL INCOME			\$203,295		\$193,555		\$164,439

FRANKLIN COUNTY BAR ASSOCIATION

BUDGET FOR THE PERIOD DECEMBER 1, 2020 TO NOVEMBER 30, 2021

Ordinary Income/Expenses		2021 Budget		2020 Budget		2020 Actual	
Expense							
27	Donations	\$0		\$0		\$0	\$0
28	Direct Deposit Fees	\$30	\$30	\$50	\$50	\$23	\$23
29	PayPal Fees	\$250	\$250	\$200	\$200	\$112	\$112
Dues							
30	Chamber of Commerce	\$300		\$300		\$279	
31	Contribution to PA Legis. Dept.	\$2,000		\$2,000		\$2,300	
32	Find a Lawyer	\$360		\$360		\$278	
33	Pennsylvania Bar Association	\$36,000		\$36,000		\$32,143	
34	PABE/NABE	\$200		\$200		\$125	
35	Conf. of County Legal Journals	\$50		\$50		\$50	
36	Dues – Other	\$0		\$0		\$0	
Total Dues			\$38,910		\$38,910		\$35,175
Events and Programs Expenses							
37	Speakers Fees	\$7,500		\$7,500		\$0	
38	Courthouse Planters	\$1,200		\$1,200		\$913	
39	Social Committee Events	\$3,500		\$8,500		\$139	
40	Bench Bar Conference	\$18,000		\$0		\$113	
41	Misc. Events	\$2,000		\$2,000		\$1,042	
42	Annual Meeting	\$3,300		\$3,300		\$2,163	
43	CLE Programs	\$2,000		\$2,000		\$845	
44	Young Lawyers	\$4,000		\$4,000		\$3,707	
Total Events and Programs Expenses			\$41,500		\$28,500		\$8,922
45	Contribution to Legal Services	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Operating Expenses							
Payroll Expenses							
46	Executive Director	\$51,000		\$51,000		\$49,039	
47	Contract Labor	\$3,000		\$3,000		\$1,518	
48	Payroll Taxes	\$4,250		\$4,250		\$3,922	
49	Workers Compensation	\$1,175		\$1,175		\$1,094	
50	Misc Employee Expense	\$4,000		\$4,000		\$0	
Total Payroll Expenses			\$63,425		\$63,425		\$55,573

FRANKLIN COUNTY BAR ASSOCIATION

BUDGET FOR THE PERIOD DECEMBER 1, 2020 TO NOVEMBER 30, 2021

Ordinary Income/Expenses		2021 Budget		2020 Budget		2020 Actual	
Professional Services							
51	Accountant Fee	\$8,500		\$8,500		\$6,765	
52	Audit/Review	\$3,600		\$3,600		\$3,700	
53	Headnoters Fee	\$2,000		\$2,000		\$850	
Total Professional Fees			\$14,100		\$14,100		\$11,315
54	Parking Spaces	\$530	\$530	\$530	\$530	\$528	\$528
55	Rent	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
56	Copier Lease	\$2,700	\$2,700	\$4,000	\$4,000	\$4,100	\$4,100
Office Supplies/Equipment							
57	Supplies/Equipment/Furn.	\$2,500		\$2,500		\$1,968	
58	Computer Hardware/Software	\$5,000		\$3,000		\$2,117	
Total Office Supplies/Equipment			\$7,500		\$5,500		\$4,085
59	Telephone	\$1,500	\$1,500	\$1,500	\$1,500	\$1,224	\$1,224
	I.T.						
60	Website & Tech. Support	\$3,000		\$3,000		\$598	
	Total I.T.		\$3,000		\$3,000		\$598
Postage							
61	First Class	\$500		\$500		\$110	
62	Periodicals	\$800		\$800		\$800	
63	Postage - Other (PO Box)	\$260		\$0		\$243	
Total Postage			\$1,560		\$1,300		\$1,153
64	Insurance, Liability/Renter’s	\$1,500	\$1,500	\$1,500	\$1,500	\$1,357	\$1,357
Total Operating Expenses		\$98,815		\$97,855		\$82,933	

FRANKLIN COUNTY BAR ASSOCIATION

BUDGET FOR THE PERIOD DECEMBER 1, 2020 TO NOVEMBER 30, 2021

Ordinary Income/Expenses		2021 Budget	2020 Budget	2020 Actual	
Conferences and Seminars					
65	Conf. of County Bar Leaders	\$500	\$3,000	\$3,482	
66	PA Assoc of Bar Executives	\$500	\$500	\$0	
67	Pa. Zone 3 Activities/House of Delegates	\$500	\$500	\$200	
Total Conferences and Seminars		\$1,500	\$4,000	\$3,682	
68	Memorial/Flower Fund	\$350	\$350	\$0	
69	Wingert Award	\$200	\$200	\$37	
70	Contingency Fund	\$3,000	\$5,000	\$0	
71	Judge Photo	\$0	\$250	\$236	
Total Misc		\$3,550	\$5,800	\$273	
NET EXPENSE		\$199,555	\$190,315	\$146,120	
Unrealized Gains on Investments				\$2,710	\$2,710
NET INCOME		\$3,740	\$3,240	\$21,031	

**Franklin County Bar Association
Executive Director's Report
2020 Report to the FCBA Annual Meeting
Amelia Ambrose, Executive Director**

2020 has been an unusual year for the Franklin County Bar Association. Our office stopped hosting CLEs, meetings and events in March due to pandemic. We hosted meetings and happy hours virtually via zoom for much of 2020. Our YLD has continued to be active in their community outreach and social events while maintaining social distance. I look forward to the time when we can get back to normal and see each other in person. We will continue to use technology like zoom and email to keep in touch until we can get back to normal.

Financials

The FCBA has had a good year financially. We were uncertain how the pandemic and loss of legal journal revenue would impact our forecasted budget. Our overall income was down but careful planning of expenses has meant we weathered this unpredictable year better than we had hoped. The revenue from sheriff sales in the legal journal may also be lower in 2021 than is normal. The other types of legal journal notices should help to offset this forecasted loss. The Board of Directors is not increasing your membership dues. We have a reserve of funds available that can be used, if needed.

CLEs

We hosted 10 CLE sessions through the Pennsylvania Bar Institute and 1 Lunch & Learn CLEs. We have a partnership with Axom Education. On the Axom website you can take distanced learning CLEs that were recorded at our Bar and other local PA Bars to earn CLE credits. In 2021, you may fulfil your live CLE requirement by attending virtual CLEs from distance learning providers. As I learn of these opportunities, I will communicate them to you. The Bench Bar Conference is scheduled on October 8, 2021. I look forward to working with the Maria Cognetti and the entire Bench Bar Conference committee to plan the conference.

Franklin County Bar Foundation

The Foundation received donated arbitration fees of several members in 2020. Our donations totaled \$387 this year. The Foundation Board and the FCBA Social Committee look forward to planning the first fundraising event. Thank you to all our members for supporting the Franklin County Bar Foundation.

Website & Communications

I have continued to make updates and improvements to our website www.franklinbar.org. The "news" section is easy to navigate and allows you to keep up to date. You can download and/or print a copy of our members' list from our members' section on our website. The Find a Lawyer search tool has been used more than 2,000 times in 2020. This search tool allows Franklin County residents to search for an attorney by area of practice. I welcome any suggestions to improve our website.

This year we have had many court orders, press releases, and memos that impact our members. I send out these email notifications as they arrive and publish the court orders in the Franklin County Legal Journal. I work with the ad hoc Judicial Liaison Committee to help bring your concerns and questions to the bench.

Respectfully submitted,
Amelia Ambrose

AD HOC JUDICIAL LIASON COMMITTEE REPORT

To: Members of the Franklin County Bar Association
From: Tony Cosentino
Date: November 18, 2020

In light of the unprecedented challenges created by Covid-19, P.J. Meyers invited the FCBA to create an *ad hoc* committee of members whose function was to meet periodically with the Court to provide a forum for the FCBA and the Court to discuss Covid-19 related concerns. The committee was formed in March 2020 at the outset of the pandemic. FCBA participants in the meetings included Maria Cognito, Kristen Hamilton, Janice Hawbaker, Amelia Ambrose and Tony Cosentino. The committee met via video with Judge Meyers on a weekly basis for much of March, April and May. During these meetings which routinely exceeded one hour, the Court and the committee discussed best practices, Courthouse access, public safety, caseload, video conferencing, “opt-in” reopening of Courthouse mailboxes, and a variety of other topics of concern to the Bar and the Bench.

On November 12, 2020, at the request of the Court, the committee met via video with Judge Meyers to review recent events, including the rise in case numbers in Franklin County as well as the Courthouse. Following the meeting, the committee submitted a request that a procedure for FCBA members to be notified of active Covid-19 cases within the Courthouse be adopted, so that members are able to make informed decisions about safely accessing the Courthouse. The Court advised that such a policy is being reviewed for Court-supervised personnel within Court facilities, and that the Bar’s request would be provided to Court Administration for coordination with non-Court supervised personnel.

On November 17, 2020, the Court notified the FCBA of an active exposure that occurred earlier in the day. Immediately, FCBA posted the notice to the website, and forwarded an email to the membership at large.

Committee members have been and continue to be available to FCBA membership in an effort to relay questions, comments and concerns to the Court. The committee appreciates and applauds Judge Meyers’ efforts in navigating the Court during these unprecedented times, while continuing an open dialogue with the FCBA.

Respectfully submitted,

Tony Cosentino

BENCH BAR CONFERENCE COMMITTEE REPORT

2020 ANNUAL MEETING

MARIA P. COGNETTI, CHAIR

As you know, we had a successful 2019 Bench Bar Conference under the leadership of past Chair, Clint Barkdoll. After we closed out that conference the committee immediately set to work to come up with new ideas for programs as well as facilities.

At this point in the year we would normally be deep into starting to tighten up our planning for 2021. However, we are faced with the same dilemma as so many other organizations. Do we plan to be back to normal by next October and proceed accordingly or do we take the conservative path and go a different route? Because of that quandary, we think it would be wise to get a sense of the group think. We would like to send out the attached simple survey to determine who would attend a virtual Bench Bar Conference; who would prefer to skip a year and plan for 2022; or who would commit to attending a live conference in 2021. Clearly, any thought of going live would depend on what cancellation terms could be built into a contract.

We look forward to the input of this group as we try to work toward a plan which benefits our members in a safe and educationally fulfilling atmosphere.

Click here to take the survey: <https://www.surveymonkey.com/r/8HFZBJW>

**Franklin County Bar Association
Legal Education Committee
2020 Report to the FCBA Annual Meeting
Timothy W. Misner, Chairperson**

In keeping with its mission of providing bar members with as many opportunities as possible to acquire continuing legal education credits locally, the Legal Education Committee hosted 10 PBI CLEs and 1 Lunch & Learn in 2019-2020. The committee has focused on offering many of the live simulcast CLEs available. The committee believes that the savings of time and money resulting from attending PBI courses in Chambersburg is a real benefit to FCBA members.

Due to the COVID-19 Pandemic, in-person CLEs were suspended in March. The PA CLE Board allowed attorneys to earn their required CLE credits through distance learning for the remainder of 2020.

As a reminder, in 2021 you may fulfil your live CLE requirement (6) with CLEs conducted live online via platforms like Zoom. As this committee learns of these CLE opportunities, we will send out information to you. Please see attached for the PA CLE Board's 2021 announcement.

The following courses were held at the FCBA office in Chambersburg during 2020:

December 2019

- Family Law 101 2019
- The Good, the Bad, and the Ugly: Drafting Successes and Failures from Recent High Profile Transactions
- The Law of Guns In Pennsylvania 2019
- The Best Retirement & Estate Plans for Attorneys 2019
- *Walk-In CLE Day with Axom Recorded CLEs*
- Finance for Lawyers with Joe Novello 2019
- Preparing the PA Inheritance Tax Return 2019
- The Year in Review for the General Practitioner 2019

February 2020

- Estate and Elder Law Symposium 2020
- *Bridge the Gap – Lunch & Learn*

March

- Parenting Coordination Update 2020
- Civil Litigation Update 2020



Pennsylvania Continuing Legal Education Board 2021 Distance Learning Policy for CLE during COVID-19 Pandemic

The Pennsylvania CLE Board continues to monitor COVID-19's impact on continuing legal education and adopt policy and procedural modifications to help lawyers comply with CLE requirements.

While we all share cautious optimism for the return of in-person CLE programs next year, the CLE Board will temporarily modify its classification of distance learning credits for 2021.

With the exception of 2020, a limitation of six (6) credit hours has historically applied to all forms of accredited distance learning. This cap essentially requires completion of at least half of the annual CLE requirement through traditional live classroom-style training. Distance learning CLE includes different delivery formats including programs held live and in real-time (synchronous) and programs offered on-demand through prerecorded replays (asynchronous).

Effective January 1, 2021 through December 31, 2021 the CLE Board is adopting a temporary policy to recognize live online programming by accredited distance learning providers as live (*non-capped*) credit towards lawyers' CLE requirement. This will acknowledge the engagement and real-time learning experience synchronous training provides while extending compliance accommodations for attorneys.

In order for recognition as live (non-capped) credits in 2021:

1. Programs must be offered and conducted by accredited distance learning providers.
2. Programs must be conducted via live webcast or other streaming technology where the event is delivered on a specific date and time and the instructor(s) and attendees engage simultaneously for credit.
3. Programs must include interaction and the ability for participants to ask questions of faculty in real-time.
4. Providers must have the ability to incorporate video, PowerPoint, polling features, chat functions or other media/interaction as needed for the presentation of the program.
5. Attendees shall receive high-quality written materials to supplement the program.
6. Providers shall report program notifications and attendance within 30 days of the activity in a format determined by the CLE Board.

Credits earned through approved distance learning programs that do not meet the above conditions, such as pre-recorded and certain on-demand formats will remain subject to the six-hour cap.

In summary, for 2021 lawyers must earn 12 CLE credits. Six credits can be earned via distance learning programming. Six credits must be earned in live learning formats. This policy expands the definition for live learning to include in-person, non-virtual programs, as well as virtual, synchronous programming.

**Franklin County Bar Association
Newsletter Committee
2020 Annual Report**

No executive committee action was taken during the course of 2020 regarding the Causeway. As a change from prior years, I assumed the chair position for the Newsletter Committee since our previous chair, Nicole Sipe, relocated her primary practice to Cumberland County.

The topics of the “Coffee Corner” columns were diverse this year thanks to the continued support of Brandon Copeland as well as the support of two new contributors, Krystal MacIntyre and Brendan Sullivan. Each of Brandon’s columns took us on a journey through history to help us better understand various facets of our current judicial system. Krystal and Brendan interviewed our colleagues so that we could better get to know them. The topics of my columns included getting to know our colleagues, the laws of leap year, Project Linus, and Christmas present ideas.

If you happen to cross paths with Brandon, Krytsal or Brendan, please thank them for helping to make the Causeway a little more interesting. Without them you would be stuck with some very dry articles from yours truly. On that note, please contact me if you would be interested or willing to write either a single column or be a regular contributor of the “Coffee Corner.”

Respectfully submitted,

Annie R. Gómez Shockey, Chair
Newsletter Committee

**Franklin County Bar Association
Young Lawyers Division
2020 Annual Report**

The Young Lawyers Division (YLD), like everyone else, faced an unprecedented year in 2020. Nevertheless, the YLD members were resilient and found ways to remain active. We were able to participate (many times virtually) in social, professional development, and community outreach events.

Prior to COVID-19 related shut downs, the YLD participated in many of our usual events as well as some new ones. We held monthly in-person business meetings on the first Friday of each month, monthly Happy Hours on the first Thursday of each month, and monthly Game Night on the third Tuesday of each month. Our social calendar also included weekly Trivia Nights, monthly YLD lunches where we would meet at local eateries and have lunch as a group, and one-time events, such as a movie outing to see “Just Mercy” at a local theatre. Thanks to the backing of the FCBA, several YLD members were also able to attend the Conference of County Bar Leaders (CCBL) in February. Our members always take so much away from CCBL and events like it, that they then use for the betterment of themselves as leaders, the YLD, FCBA, and the community. Regarding community outreach, the YLD had many events planned and in the works at the beginning of the year, some of which were unfortunately cancelled, but some of which were able to be modified to virtual events.

After COVID19 related shut downs began, our events and plans were certainly but understandably affected. While attendance at YLD events decreased to some degree given the difficulties of this year and the “Zoom burnout” that has become associated with virtual events, our YLD as a whole has nevertheless remained very involved. I am proud to still consider our YLD strong with active and passionate members.

Starting in March, the YLD changed many of our events to virtual instead of in-person events. We wanted to continue with as many of our planned events as possible while still maintaining the safety of our members and event attendees. Most events that were not able to be modified to virtual events were cancelled or put on hold. We have continued to hold our monthly business meetings and Game Nights virtually. For some time, we held Zoom Happy Hours, but have since cancelled them for the time being as attendance dropped. We also instituted some YLD walks in the evening while daylight still allowed where a few of us were able to meet in-person at Antrim Township Park to walk and stretch together while socially distanced for some exercise and camaraderie.

The YLD was able to participate in various community outreach events as well. In August, we participated in the annual Race Against Poverty which was made virtual this year. As a small group, several members got together to walk/run socially distanced in-person for this 5k that raises money in support of an initiative that aids local residents as they work to overcome poverty. Similarly, in September, we participated in the American Heart Association Mason Dixon Heart Walk, which was virtual this year. A small group again met in-person to walk while socially distanced. With the support of the FCBA, members, family, and friends, our team raised over \$1,000 this year, which contributes to over \$20,000 raised over previous years. We began hosting a Blanket Drive and crafting days in support of Project Linus early in the year, but have put that on hold until next year. Should you have completed homemade blankets, fleece fabric, or other “no sew” blanket making materials that you wish to donate, please hold on to it and be on the lookout

for us to resume this event in the future when it is safe to do so. Finally, we are ending the year with our annual Canned Food Drive. The food will be donated to the food bank at the Corpus Christi Church. Given the particular toll this year has taken on many people and families in our community, we hope to surpass previous donations this year. We ask that everyone please consider donating. If you wish to do so, please look for an email to follow with more information and drop off locations.

In good years or bad, the YLD could not do what we do without the support of the members of the FCBA. We are ever appreciative of the assistance and guidance we receive from the FCBA that allows us to plan, host, and participate in the events that we do and continue to be a successful and involved YLD. We hope that regardless of what 2021 brings, we will have another successful and active year.

Respectfully Submitted,

Cayla E. Amsley-Mummert
FCBA YLD Chair

Franklin County Bar Association

Pro Bono Committee

2020 Report to the FCBA Annual Meeting

Janice M. Hawbaker, Chairperson

FCBA members generously provided pro bono legal services to individuals in need in our community in 2020 despite the challenges of the pandemic.

From January 1 – November 9, 2020, 23 attorneys accepted pro bono cases and 31 matters were accepted on a pro bono basis by private attorneys. The types of matters handled within this time period were in the areas of divorce, will/power of attorney, protection from abuse, custody, estates, a harassment charge, adult guardianship, bankruptcy, and week-long office and hearing coverage for a legal services attorney. All of these matters addressed critical legal needs and helped people with legal issues affecting their basic needs.

A Pro Bono Virtual Celebration was held on October 15, 2020. Michael B. Finucane, Esq. was honored with the 2020 Pennsylvania Bar Association Pro Bono Award for outstanding pro bono contributions in aid of low-income clients. A CLE was also presented to the participants of the virtual celebration. The CLE was called “Objection!” and it was an interactive, educational experience on diversity and bias issues in the legal profession.

We look forward to continuing our efforts in 2021 to provide access to legal services for the indigent. Private attorney members of the FCBA will receive a letter in December which details the FCBA Pro Bono Program and requests attorneys to sign up for involvement in 2021. Thank you for your service!

2020 Franklin County Bar Association Annual Meeting
MidPenn Legal Services Report

MidPenn Legal Services remains strong despite the pandemic and frequent changes in “normal” operating procedures at the state and county level. We remain fully staffed at four (4) attorneys, and one support staff in the Chambersburg office. Since the start of the pandemic, MidPenn never closed, but rather we adjusted our office to permit staff to socially distance and follow CDC guidelines, adjusting to staff working from home as well as physically in the office. Clients are permitted to meet with attorneys in-person, only if absolutely needed, but by appointment only. Virtual meetings are widely encouraged and available with all of our staff. Self-help information and brochures are always available in our lobby. We also have adjusted our procedures in working with WIN and FCLS to ensure referrals between our agencies are not missed during this pandemic.

We continue to send out pro bono files in coordination with FCLS and the bar association. We have had two (2) divorces handled since the pandemic started, as only two (2) client sought a divorce at this time. We thank the local attorneys for their willingness to assist our clients even while keeping themselves safe. We appreciate the willingness of the bar members who are willing to take pro bono cases to assist our community.

We are thankful for the support of the judiciary, WIN, FCLS, and the Franklin County Bar and its members for their support during this trying time. We remain dedicated to our client’s needs and ensuring everyone has equal access to justice. We look forward to the day we can see each other in person, and wish you and your families good health and happy holidays!

Chambersburg office staff:

Paul D. Edger, Managing Attorney

Madison Hales, VOCA Attorney

Brandon Copeland, Attorney

Alejandra Mendez, Support Staff

Victoria Beard, VOCA Attorney

Franklin County Bar Association
FRANKLIN COUNTY LEGAL SERVICES
2020 Report to the FCBA Annual Meeting
Gloria M. Keener, Executive Director

Activities

Franklin County Legal Services is currently providing free aid in approximately 675 civil matters per year for low-income individuals. We currently have 165 active matters in which we are providing direct client representation, advice, pro se assistance, and/or pro bono referrals. We also offer Citizenship Exam Preparation Classes, Know-Your-Rights Trainings, and a Detention Defense Initiative for immigrants. Our attorneys accept cases primarily within the areas of custody, landlord/tenant, immigration, and other serious civil matters affecting a basic human need.

Current Staff

Jonah Fish-Gertz, Esquire (Attorney)
Brittany Henderson, Esquire (Supervising Attorney)
Gloria Keener (Executive Director)
Rosita Methner (Service Facilitator)
Katrina Smith (Immigration Paralegal)
Brendan Sullivan, Esquire (Attorney)
Shane Young, Esquire (Attorney)

FCBA Pro Bono Involvement

Franklin County Legal Services is extremely grateful for the Franklin County Bar Association's commitment to access to justice in our community. During the past year, 26 pro bono referrals were accepted by private attorney members of the Franklin County Bar Association. These cases involved divorce, custody, Wills, adult guardianship, estates, and bankruptcy. For each client whose life was touched, we thank you.

Re-appointment of Board Members

Under the by-laws of Franklin County Legal Services, five (5) members of our Board of Directors are members of the Franklin County Bar Association and are elected by the Franklin County Bar Association. We respectfully request the consideration of the Franklin County Bar Association in re-appointing the following members to the Board of Directors of Franklin County Legal Services: Clinton Barkdoll, Andrew Benchoff, Philip Cosentino, J. McDowell Sharpe, and Thomas Steiger, Jr.

2.09: Standard of Conduct of Members.

(a) A member is expected to display professional dignity and decorum when interacting with other members, Association employees and interns, and courthouse staff. This expectation extends to behavior toward staff and non-members at the Bar Association offices and Bar Association-sponsored events. Members shall avoid inappropriate conduct that potentially may expose the Association to liability or may harm the reputation of the Association.

(b) Inappropriate conduct shall include:

- (1) Theft, defacement, or misuse of Association property;
- (2) Unwelcome sexual advances, requests for sexual favors, and other physical or verbal conduct of a sexual nature directed toward another member or employee, which is offensive to the recipient;
- (3) Verbal or physical conduct that shows hostility to the recipient, which to a reasonable person, is intimidating or offensive; or
- (4) Commission of a crime.

(c) The Association shall establish a Standard of Conduct Committee shall be comprised of six (6) members of the Association. Association members may nominate themselves or another Association member. The first election of Committee members shall take place after the annual meeting in December 2020. Committee members will serve a four-year term. No member shall serve more than two consecutive terms. Committee members shall recuse themselves from the investigations if a conflict of interest is present.

(d) Complaints of inappropriate conduct shall be in writing, using the Personal Conduct Incident Report form available from the Executive Director of the Association. Complaints shall be delivered to the Executive Director within sixty (60) business days of the incident.

(e) References to the Executive Director in Section 2.09 shall be interpreted as the President of the Bar Association if the complaint is being lodged against the Executive Director.

(f) The Executive Director shall assign two members from the Standard of Conduct Committee to investigate the complaint. The Executive Director shall notify the member in question that an investigation has been initiated and the names of the members of the Standard of Conduct Committee assigned to conduct the investigation.

- (1) The investigation shall include interviews with the parties involved, as well as any witnesses to the incident. The investigation should be completed within thirty (30) business days.
- (2) The individual against whom the complaint is raised shall receive an unredacted copy of the Personal Conduct Incident Report form.

(g) Upon completion of the investigation, the investigators from the Standard of Conduct Committee will forward a written report to the officers of the Association (for the purposes of this section, the officers include the President, Vice-President, Secretary, Treasurer, and the Immediate Past President). One or more of the officers shall meet with the member in question and advise the member in question of the decision including the recommended course of action if any. The officers shall provide their decision on the Personal Conduct Initial Decision form, which shall be provided to the member in question and simultaneously mailed to the individual who lodged the complaint.

(h) Actions that can be taken against the member in question include: censure (with or without a recommendation for counseling), suspension from the Association for up to one year, or expulsion. In addition to these actions, the officers of the Association may make a referral to the Member Resource Committee of the Bar Association.

(i) If either party is dissatisfied with the decision of the officers, a party can appeal the decision or the recommended course of action by notifying the Executive Director within ten (10) business days. If no appeal is filed, the decision of the officers of the Association becomes final and actions recommended by the officers will be taken. The officers of the Association may choose to notify the Bar membership regarding actions taken.

(j) The Executive Director will notify the Association's Board of Directors (for the purposes of this section, the Board of Directors shall consist of all members who are not officers as defined in Section 2.09(g)) that an appeal has been requested and schedule the appeal within twenty (20) business days of the request. The member in question and the individual lodging the complaint shall have a right to appear before the Board of Directors.

(k) At the conclusion of its deliberations, the Board of Directors will provide its decision using the Personal Conduct Appeal Decision form no later than ten (10) business days following the appeal via first class mail.

(l) After the decision by the Board of Directors, actions recommended will be taken. The Board of Directors may choose to notify the Bar membership regarding actions taken.

(m) The officers of the Association will determine if a member has complied with actions imposed. Failure to comply will result in further review and additional actions when appropriate.

(n) Records of sanctions will remain on file with the Bar Association in perpetuity.

(o) Unless otherwise provided herein, to encourage the reporting of incidents, information regarding a complaint will not be released by the Association to anyone within the Association not involved in the investigation or a third party while the investigation is ongoing, absent a court order. The Association will not release the name of the individual lodging the complaint except by order of the court.

Franklin County Bar Association

Personal Conduct Policy Incident Report

INSTRUCTIONS: Submit this incident report to the Executive Director of the Franklin County Bar Association. If the complaint is about the Executive Director of the Franklin County Bar Association, submit this incident to the President of the Franklin County Bar Association.

Filing this incident report does not waive any legal rights you may have.

Name of Individual Making the Complaint _____

Telephone Number _____

E-Mail Address _____

Name of Person Against Whom the Complaint is Being Filed _____

Date and Time of Incident _____

Location of Incident _____

Police Involvement YES NO

If YES, which law enforcement agency? _____

Other Witnesses to Incident _____

[illegible]

September 1, 2020

Dear _____:

This letter is to inform you that a complaint has been filed against you, alleging a violation of the Franklin County Bar Associations Personal Conduct Policy. The complaint has been assigned to two members of the Bar's Standard of Conduct Committee for investigation. They have 30 business days, from the date of this letter, to conclude their investigation. Someone from the Committee will be in touch with you during that period to discuss the alleged incident or incidents that form the basis of the complaint.

After the Committee concludes its investigation, a written report will be submitted to the disinterested officers of the Franklin County Bar Association. The officers will decide whether the complaint is founded, and if so, what action is appropriate. If the complaint is founded, and the board decides to take action against you, you will have 10 business days from the date of the decision to appeal. If no appeal is filed, the decision is final. If a timely appeal is filed a hearing will be scheduled within 20 business days. The hearing will be held before the remaining disinterested members of the Franklin County Bar Association's Board of Directors. The remaining members of the Board of Directors will issue a decision in writing, within 10 business days of the hearing, either affirming or modifying the decision of the Board's Officers.

By participating in this process, you are not waiving any other legal rights you may have. However, if you chose not to participate in the process, a decision will be made without your input. These proceedings carry with them the potential actions up to and including, censure, suspension, and expulsion from the Franklin County Bar Association. No decision has been made at this time and this letter is intended only to advise you of the process to follow. Thank you for your anticipated cooperation in this matter.

Sincerely,

Amelia Ambrose
Executive Director
Franklin County Bar Association

Franklin County Bar Association
Personal Conduct Committee Investigation

Individual Investigated _____

Officers Participating in the Decision

- | | |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | |

DECISION

Following an investigation by members of the Personal Conduct Committee of the complaint against _____, the above listed officers of the Franklin County Bar Association Executive Board find as follows:

1. _____ No disciplinary action is warranted.
2. _____ Disciplinary action is warranted and shall be as follows:

DATE OF DECISION: _____

SIGNATURES OF BOARD MEMBERS AGREEING IN THE DECISION

_____	_____
_____	_____

Franklin County Bar Association

Personal Conduct Hearing Appeal

Individual Seeking the Appeal _____

Board Members Hearing the Appeal

- | | |
|----------|-----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |
| 7. _____ | 8. _____ |
| 9. _____ | 10. _____ |

DECISION

Following a hearing on the appeal by _____ from the decision of the officers of the Franklin County Bar Association's Executive Board that recommended the following disciplinary action _____, the above listed members of the Franklin County Bar Association's Board of Directors find as follows:

1. _____ The decision of the Franklin County Bar Association Executive Board is upheld.
2. _____ The decision of the Franklin County Bar Association Executive Board is modified as follows:

DATE OF HEARING: _____ DATE OF DECISION: _____

SIGNATURES OF BOARD MEMBERS AGREEING IN THE DECISION

<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

Nominations for 2021 Board members:

Executive Committee

Andrew J. Benchoff, President
Anthony J. Cosentino, Vice-President
John B. Keller, Secretary
Nancy H. Meyers, Treasurer

Board of Directors

Maria Cognetti, Bench-Bar Partnership Committee Chair
Phil Cosentino, Social Committee
Victoria Beard, At-Large Member
Janice M. Hawbaker, Pro Bono Committee Chair
Kristen B. Hamilton, Immediate Past President
Hon. Angela R. Krom, At-Large Member
Brady Johnson, At-Large Member
Laken Lynch, Young Lawyers Division
Cayla Amsley-Mummert, At-Large Member
Tracy J. Ross, Legal Journal Committee Chair
Kevin Taccino, Unauthorized Practice of Law Committee Chair

MEMORANDUM

TO: Members of the Franklin County Bar Association
FROM: Cayla E. Amsley-Mummert
DATE: November 20, 2020
RE: PBA House of Delegates Annual Report

The May 8, 2020 meeting of the PBA House of Delegates was held virtually. The following substantive action was taken by the House at the meeting:

- **Approved** the proposed slate of candidates to take office at the conclusion of the May 2020 meeting:
 - Treasurer – James R. Antoniono
 - Secretary – Beverly H. Rampaul
 - Vice President – Jay N. Silberblatt
 - Chair, House of Delegates – Kim D. Morton
- **Approved** the proposed slate of PBA delegates to the ABA House of Delegates: Anne N. John, Nancy Conrad, and Kathleen D. Wilkinson.
- **Approved** the recommendation of the Young Lawyers Division for Triston Chase O'Savio to serve as the PBA YLD Delegate in the ABA House of Delegates for a two year term.
- **Approved** the recommendations of the Civil Litigation Section to support the proposed amendment to the Medical Records Act, 42 Pa.C.S.A. Section 6152(a)(2) to add subsection (iii) with the following text:
 - (iii) For medical records which are stored electronically, the requesting party shall have the option to elect to receive the medical records in electronic format and, in that circumstance, payment to a health care provider or facility for searching for, retrieving and reproducing medical charts or records shall be \$20.62 search and retrieval fee, plus the actual cost of postage, shipping or delivery.
- **Approved** the recommendations of the Environmental and Energy Law Section:
 - To oppose Senate Bill 726, or similar legislation, which would revise the standard of review of appeals of permits issued by the PA Department of Environmental Protection.
 - To oppose Senate Bill 727, or similar legislation, which would reduce the length of terms for members of the PA Environmental Hearing Board and impose a two-term limit, and would terminate the service of any existing member of the Board who has served more than ten years.
- **Approved** the recommendation of the Criminal Justice Section that PBA advocate for changes to the process utilized by the Pennsylvania Board of Pardons in considering applications for clemency, that promote the objectives of the Juvenile Act and the Juvenile Courts, by maintaining the intended confidentiality of those proceedings and not allowing those to prejudice applications for clemency submitted to the Board. The recommendation seeks to amend the Application for Clemency to eliminate disclosure of Juvenile Charges, Adjudications of Delinquency or Consent Decrees or limit such disclosures to findings of responsibility for the crimes which Pennsylvania law specifies do not benefit from confidentiality provisions of the Juvenile Act. The recommendation further calls on the Board, the Lieutenant Governor, and Governor to cease requesting, investigating, or considering Juvenile Court Records in Pardon Proceedings, except in those narrowly defined circumstances.
- **Approved** the recommendation of the Membership Development Committee that the 20% dues discount program for government lawyers be continued for an additional three years beginning with the 2021 dues year and running through the 2023 dues year. There was discussion both in support of and in opposition to the recommendation. The Task Force on Dues Structure committed to reconvening and addressing concerns expressed about looking into the entire issue of discounts and dues and consider other recommendations and proposals as well.

- **Approved** the recommendation of the Legal Services to the Public Committee, with collaboration of the Real Property, Probate and Trust Law Section, to support House Bill 365 of 2019, or similar legislation if amended to include due process procedures before an appropriate judicial authority prior to removal of an allegedly unlawful occupant from a residence. The recommendation explains a need for an expedited judicial resolution of disputes that occasionally arise between owners of residential properties and occupants.
- **Approved** the recommendation of the Children's Rights Committee, presented by Kristen Hamilton, to support Senate Bill 530 and any similar legislation, if amended, to permit expulsion of the convicted or adjudicated youth only if the school is unable to ensure the victim's safety by either: 1) reassigning the adjudicated youth to another school or educational program; or 2) transferring said youth to an Alternative Education for Disruptive Youth program if re-assignment is not possible.
- **Adopted by consent** the memorial resolutions for PBA Past President Arthur L. Piccone.
- Addresses by the PBA President Anne John, the Chair of the HOD Denise (Deni) Morton, PBA Immediate Past President Charles Eppolito presenting President Anne John with PBA Gemmil Print, Wilkes-Barre Law & Library Association in honor of President-Elect David Schwager, and PBA President-Elect David Schwager.
- Informational reports by Committee on Credentials and Admissions Chair Leonard Tintner, PBA Treasurer Terry Weiler, PBA Executive Director Barry Simpson, and Young Lawyers Division Chair Jennifer Menichini.

The November 20, 2020 meeting of the PBA House of Delegates was held virtually via Zoom. The following substantive action was taken by the House at the meeting:

- **Approved** the recommendation of the Minority Bar Committee to make the Minority Governor At-Large and Woman Governor At-Large seats on the Board of Governors permanent positions with 3-year term appointments.
 - **Motion** was made to postpone this action item to the May meeting given it requires a bylaws change and there was concern expressed over doing that virtually. Discussion was held and the motion **failed to carry**.
 - There was lengthy discussion primarily in support of the resolution with some opposition. The opposition was largely based on concerns that making the seat permanent will "admit defeat" and will cause the PBA not to review its efforts periodically thereby losing the urge to achieve parity.
- **Approved** Amended Recommendation by the Bylaws Committee to Amend the Articles of Incorporation Section III to reflect previous changes that have been made to the Bylaws. The amendment renamed the "purpose" statement to "mission" statement and aimed to make the statement more clear, concise and more consistent with the Bylaws. There was discussion that the proposed statement omitted language regarding equal access to justice and a motion made to add such language. The recommended changes were approved with an amendment to include said language.
- **Approved** recommendation of the Legal Ethics and Professional Responsibility Committee to advocate for a change to Pa.R.P.C. 7.2(c) so that lawyers would be allowed to refer to themselves as "specialists" if it is factually accurate to do so. It would nevertheless remain misleading for lawyers to refer to themselves as "certified" unless they actually had a certification in that area. The goal is to bring Rule 7/2 into conformity with the ABA Model Rules, promote uniformity across jurisdictions, and provide the public with more accurate information.
- **Approved** recommendation of the Commission on Women in the Profession for the PBA to reiterate its previous positions in support of state and federal Equal Rights Amendments and urge legislation and litigation in support of eliminating the deadline for ratification of the Equal Rights Amendment to allow ratification of the federal amendment.

- **Approved** recommendation of the Civil and Equal Rights Committee and the Minority Bar Committee to support and encourage all efforts to rename the Pennsylvania Judicial Center as the “Chief Justice Robert N.C. Nix, Jr. Judicial Center” and urge the Commonwealth to act to rename the center.
- **Approved** recommendation of the Legal Services to the Public Committee for the PBA to officially adopt the Free Legal Answers Program of the ABA and execute copyright license, use, and best efforts agreement with ABALegalAnswers. Lengthy discussion ensued, which included concerns that this service would divert business from solo and small firms, concern about providing adequate representation and conforming to ethical responsibilities regarding security, and concerns about the impact on PBA staff. Discussion in support included thoughts that persons who will qualify are low-income population who likely cannot afford to pay for private counsel anyway and this will help close the gap for those who are lower income, but do not qualify for legal services. Further, the ABA got a formal opinion that there were no ethical violations regarding the software security.
- **Approved** recommendation of Military and Veterans Affairs Committee for the PBA to support the continued expansion of Veterans Courts across the Unified Judicial System, to allow veterans across the Commonwealth access to such courts no matter their county of residence, and to work with neighboring counties to establish joint initiatives and to expand the types of matters handled by such courts. Veterans Courts would include a connection to VA programs and resources which are not available through other treatment courts.
- **Approved** recommendation of the Children’s Rights Committee to oppose House Bill 2208 and any similar legislation that looks to amend the definition of “child abuse” under 23 Pa.C.S. Section 6303 (b.1) and the definition of “dependent child” under 42 Pa.C.S. Section 6302 to include a child who is born with fetal alcohol spectrum disorder or tests positive at birth for an illegal substance. There was discussion with a concern that this is counter-intuitive to helping children, however, there was clarification in support of the recommendation that not only would House Bill 2208 do nothing to enhance protection of children beyond what exists, but would ultimately result in parents who used drugs or alcohol while pregnant being placed on the child abuse registry. Once on the registry, it could affect employability, cut off lifelines to escape poverty, negatively impact efforts of the parents to reunify, and discourage mothers from seeking help when needed out of fear of repercussions.
- **Approved** recommendation of the Children’s Rights Committee to support House Bill 2552 which will provide support to youth aging out of foster care who do not have support of family during the pandemic and recovery from it.
- **Approved** recommendation of the Children’s Rights Committee to support amendments to the Juvenile Act, 42 Pa. C.S. Section 6302, to raise the age of delinquency jurisdiction. It is widely recognized that non-punitive action is more effective for juveniles. The recommendation does not specify an age, but rather leaves that to experts to weigh in on legislation to determine an appropriate age.
- **Approved** the recommendation of the Family Law Section to support a modified version of the Uniform Family Law Act with a goal to encourage resolution of family law disputes statewide and facilitate consistency and predictability in the outcome of arbitration proceedings. The UFLAA would provide guidance on arbitration of family law issues, preserve *parens patriae* authority of the court to review child-related awards, would require substantive law to be applied in these arbitrations, would provide protections for parties who are victims of domestic violence as well as children who are suspected to be victims of abuse, and would promote the use binding arbitration as a form of alternative dispute resolution to address backlog of cases due to COVID-19.
- **Adopted by consent** Memorial Recommendations for Jane M. Alexander, Charles “Lucky” F. Bowers, Jr., and Marvin S. Lieber.

- Special presentation by PBA President David Schwager and Immediate Past President Anne John presenting the Pennsylvania Bar Medal Award to Michael J. Crème, Jr. This was only the 12th Pennsylvania Bar Medal Award to be presented in 42 years.
- Addresses to the House and Informational reports by the Committee on Credentials and Admissions, Nominating Committee, PBA President David Schwager, Young Lawyers Division Chair Colin O'Boyle, Joint Task Force on Continuity of Delivery of Legal Services, Treasurer James. R. Antoniono, PBA Executive Director Barry Simpson, and PABAR-PAC.