

GREENSBORO BAR ASSOCIATION, INC.

ORIENTATION 2022-23

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BOARD ORIENTATION WELCOME

Thank you for agreeing to serve on the 2022-2023 GBA Board of Directors. We appreciate your service and look forward to your participation.

The fiscal year runs June to May.

Board meetings are held monthly in September through May on the second Wednesday from 4:00 until 5:30 pm. in Conference Room 820 of the Self-Help Building, 122 North Elm Street.

The GBA takes a summer hiatus every June through August.

The scheduled dates of board meetings are contained in the orientation packet; please put them on your calendar.

According to the by-laws, a quorum (consisting of 8 members of the Executive Board) is needed to conduct business.

Voting privileges are extended to GBA Officers and Directors and the President of the Young Lawyers Section. Committee Chairs and other Section Heads may make motions and participate in discussions but cannot cast a vote.

Officers serve a one-year term; Directors serve a three-year term; Committee Chairs have no term limits.

Board members are expected to attend all meetings.

For each board meeting, the agenda and minutes from the previous meeting will be sent to you up to one week prior to the meeting. If you plan to make a report or offer a motion, please notify the President or the Administrator one week before the meeting so we can put your matter on the agenda.

When you get the meeting notice, please respond with your RSVP. If you are unable to attend a meeting or if you have any timing concerns, please email President Marcus Shields (marcusallenshields@gmail.com) or Administrator Diane Lowe (admin@greensborobar.org) with your report.

Please feel free to contact us at any time for assistance.

Greensboro Bar Association Meeting Schedule 2022-2023

GBA BOARD MEETINGS

Wednesday, September 14	4:00PM	Meeting Room 820
Wednesday, October 12	4:00PM	Meeting Room 820
Wednesday, November 9	4:00PM	Meeting Room 820
Wednesday, December 14	4:00PM	Meeting Room 820
Wednesday, January 11	4:00PM	Meeting Room 820
Wednesday, February 8	4:00PM	Meeting Room 820
Wednesday, March 8	4:00PM	Meeting Room 820
Wednesday April 12	4:00PM	Meeting Room 820
Wednesday, May 10	4:00PM	Meeting Room 820

GBA MEMBER MEETINGS

Thursday, September 15	12:30 PM	Greensboro Country Club
Thursday, October 20	5:30 PM	Starmount Forest CC
Thursday, November 17	12:30 PM	Greensboro Country Club
December Holiday Party	TBD	
Thursday, January 19	12:30 PM	Greensboro Country Club
Thursday, February 16	5:30 PM	Starmount Forest CC
Thursday, March 16	12:30 PM	Greensboro Country Club
Thursday, April 20	5:30 PM	Starmount Forest CC
(Annual Joint Meeting of the 24 th Judicial District Bar and the Greensboro Bar Association; budget approval and election of officers)		
May Picnic	TBD	Picnic at the Hoppers

OFFICE	NAME	PHONE	EMAIL
President	Hon. Marcus A. Shields	336-412-7800	marcusallenshields@gmail.com
President-Elect	Gerald L. Walden, Jr.	336-217-4636	geraldwalden@thefreshmarket.net
Immediate Past President	Desmond G. Sheridan	336-609-5135	desmond@isaacsonsheridan.com
Secretary	Molly A. Hilburn-Holte	336-412-7777	molly@erlaw-nc.com
Treasurer	Davis McDonald	336-554-4881	dmcDonald@jplegal.net
Director (2023) 2nd	Hillary Kies	336-645-3322	hkies@turningpointlit.com
Director (2023) 2nd	Adam G. Kerr	336-500-7599	adam@kerrlawnc.com
Director (2023) 2nd	Karen McKeithen Schaede	336-333-7907	kschaede@revolution.law
Director (2024) 1st	Hon. Michelle Fletcher	336-412-7800	kimberly.m.fletcher@nccourts.org
Director (2024) 1st	Manisha P. Patel	336-203-8882	manisha.p.patel@gmail.com
Director (2024) 1st	L. Nicole Patino	336-325-7565	nicole@npatinolaw.com
Director (2025) 2nd	Rosetta Davidson Davis	336-373-7796	rosetta.davis@greensboro-nc.gov
Director (2025) 2nd	Chelsea Anderson Peele	336-579-0166	cpeele@cordelllaw.com
Director (2025) 2nd	Jennifer G. Mencarini	336-378-5200	JMencarini@foxrothschild.com
Committee Chairs			
Awards and Recognitions	Jim Bryan	336-373-1600	JBryan@nexsenpruet.com
CLE (Lunch & Learns)	Kristen Redman	540-312-6865	kredman@raslg.com
Community Involvement	Jon Parisi	336-252-1033	JParisi@spanglerestateplanning.com
Directory	Chelsea Anderson Peele	336-579-0166	cpeele@cordelllaw.com
	Karen McKeithen Schaede	336-333-7907	kschaede@revolution.law
Diversity Equity and Inclusion	Gerald Walden	336-217-4636	geraldwalden@thefreshmarket.net
	Jennifer G. Mencarini	336-378-5200	JMencarini@foxrothschild.com
Elementary School Project	Erin Reis	336-851-8066	erin.d.reis@hud.gov
	Adam Kerr	336-500-7599	adam@kerrlawnc.com
Elon Law Liaison	Alicia S. Mills	336-279-9254	amills17@elon.edu
Habitat for Humanity	Bill Cooke	336-772-5923	CookeB@qsoair.org
High Point Bar Liaison	Nicole Patino	336-325-7565	nicole@npatinolaw.com
	Rebecca Costello	336-885-3124	rcostello@mollyhowardlawnc.com
History and Archives	Mark Gaylord	336-273-1797	markgaylordlaw@gmail.com
	Larry Moore	336-379-0123	lmoore@ymmlaw.com
Holiday Party	Rosetta Davidson Davis	336-373-7796	rosetta.davis@greensboro-nc.gov
Judicial Liaison	Hon. William (Bill) Davis	336-412-7800	william.b.davis@nccourts.org
Legal Aid Fundraiser	Emily Guarascio	336-203-8882	emilyguarascio@gmail.com
Long Range Plan	Hon. Michelle Fletcher	336-412-7800	kimberly.m.fletcher@nccourts.org
	Eric Richardson	336-904-9000	eric@erlaw-nc.com
Membership (Welcome, Recruitment)	Sarah Roane	336-332-6128	sarah_roane@ncmd.uscourts.gov
Mentoring	Hillary Kies	336-645-3322	hkies@turningpointlit.com
Memorials	Richard Gabriel	336-275-9381	rgabriel@qbwlaw.com
Newsletter/Social Media	Jon Parisi	336-252-1033	JParisi@spanglerestateplanning.com
Nominating	Desmond G. Sheridan	336-609-5135	desmond@isaacsonsheridan.com
Pro Bono	Manisha Patel	336-203-8882	manisha.p.patel@gmail.com
Scholarship	Manisha Patel	336-203-8882	manisha.p.patel@gmail.com
	Alex Snow	336-412-7740	alex.snow@nccourts.org
Section Heads			
Family Law	Megan E. Spidell	336-907-7047	megan@spidellfamilylaw.com
Real Property	Margaret R. Kantlehner	336-650-6528	margaret.kantlehner@fnf.com
Young Lawyers	Robert C. Trimble	336-663-8773	robert@sklawnc.com
Office			
Administrator	Diane Lowe	336-378-0300	admin@greensborobar.org

ORGANIZATIONAL STRUCTURE

Green = Voting

	Greensboro Bar Association	GBA Foundation	24th Judicial District Bar
	1-year term	1-year Term	1-year Term
Marcus A. Shields	President	President	President
Gerald L. Walden, Jr.	President-Elect	Vice-President	Vice-President
Desmond G. Sheridan	Immediate Past President		Immediate Past President
Molly A. Hilburn-Holte	Secretary	Secretary	Secretary
Davis McDonald	Treasurer	Treasurer	Treasurer
Hillary Kies	Director (2023) 2nd	Member	
Adam G. Kerr	Director (2023) 2nd	Member	
Karen McKeithen Schaede	Director (2023) 2nd	Member	
Hon. Michelle Fletcher	Director (2024) 1st	Director	
Manisha P. Patel	Director (2024) 1st	Director	
L. Nicole Patino	Director (2024) 1st	Director	
Rosetta Davidson Davis	Director (2025) 2nd	Member	
Chelsea Anderson Peele	Director (2025) 2nd	Member	
Jennifer G. Mencarini	Director (2025) 2nd	Member	

GBA Committee Chairs

Awards and Recognitions	Jim Bryan		
CLE (Lunch & Learns)	Kristen Redman		
Community Involvement	Jon Parisi		
Directory	Chelsea Anderson Peele		
	Karen McKeithen Schaede		
Diversity Equity and Inclusion	Gerald Walden		
	Jennifer G. Mencarini		
Elementary School Project	Erin Reis		
	Adam Kerr		
Habitat for Humanity	Bill Cooke		
High Point Bar Liaison	Nicole Patino		
	Rebecca Costello		
History and Archives	Mark Gaylord		
	Larry Moore		
Holiday Party	Rosetta Davidson Davis		
Judicial Liaison	Hon. William (Bill) Davis		
Legal Aid Fundraiser	Emily Guarascio		
Long Range Plan	Hon. Michelle Fletcher		
	Eric Richardson		
Membership (Welcome, Recruit)	Sarah Roane		
Mentoring	Hillary Kies		
Memorials	Richard Gabriel		
Newsletter/Social Media	Jon Parisi		
Nominating	Desmond G. Sheridan		
Pro Bono	Manisha Patel		
Scholarship	Manisha Patel		
	Alex Snow		

GBA Section Heads

Family Law	Megan E. Spidell		
Real Property	Margaret R. Kantlehner		
Young Lawyers	Robert C. Trimble	Member	

Office Staff

Diane Lowe	Administrator	Administrator	Administrator
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Greensboro Bar Association, Inc.

Officer & Director Job Descriptions

PRESIDENT

Qualifications for Position: Must be a member of Greensboro Bar Association, must have served as President-Elect, and must have time and commitment to devote to Bar activities.

The President is the Chair of both the Board of Directors and the Executive Committee for the Greensboro Bar Association, the GBA Foundation Board of Directors and its members, and the 24th Judicial District Bar Executive Committee and its members for a term of one (1) year (June – May).

The President presides over (as needed) Executive Committee meetings; monthly Board of Directors and GBA Member Meetings (September – May); Annual Meeting of the GBA Foundation (immediately following adjournment of the April GBA Board of Directors meeting); Annual Joint Meeting of GBA and JD 24 (April); and 24th Judicial District meetings and elections as they arise.

In accordance with the bylaws of the Greensboro Bar Association, it is the duty of the President to:

1. Appoint committees as the Executive Board shall from time to time deem necessary.
2. Serve as ex-officio member of all committees except the Nominating Committee.
3. Appoint a nominating committee (one committee to nominate for all three organizations) that shall consist of at least three (3) active members of the District Bar who are not officers or directors of the District Bar. The committee must be appointed by February 15.
4. Provide written notice of special meetings.
5. Serve as ex-officio member of all sections.
6. Oversee the Executive Board's organization, division, combination, or dissolution of sections.

In accordance with the bylaws of the 24th Judicial District Bar, it is the duty of the President to:

1. Notify the Executive Director of the North Carolina State Bar of the names, addresses and telephone numbers of all officers of the District Bar within ten (10) days following the annual meeting or filling a vacancy.
2. Ensure that a current copy of the bylaws is filed with the office of the Senior Resident Superior Court Judge of the 24th Judicial District and with the Executive Director of the North Carolina State Bar.

Additional duties:

1. Set goals.
2. Preside over meetings in accordance with *Robert's Rules of Order*: open meeting, determine if quorum is met, coordinate the subject matter of the agenda.
3. See that all orders of the Board of Directors are carried into effect.

4. Appoint the chairs for all standing committees and the members of such committees as needed by May 31 in the year in which he/she becomes President.
5. Appoint Special committees and/or Ad Hoc committees as needed or as directed by the board of directors from time to time.
6. Make calls and write letters as necessary.
7. Arrange for featured speakers for member meetings or appoint a coordinator to do so.
8. Oversee amendment of the bylaws when necessary.
9. Serve as the primary spokesperson for GBA, GBA Foundation and 24th Judicial District Bar.
10. Ensure planning and budgeting for the future is carried out in accordance with the wishes of the Board of Directors and the members.
11. Orient incoming Directors and Committee Chairs.
12. Act as liaison with the Administrator.

PRESIDENT ELECT

Serve as President Elect of the Greensboro Bar Association and the GBA Foundation, and Vice President of the 24th Judicial District Bar for a term of one (1) year (June – May).

1. Familiarize self with all of the affairs of the corporation and prepare for assuming the presidency.
2. Act for the President and preside over meetings in the latter's absence.
3. If the office of the President becomes vacant, the President Elect/Vice President shall succeed to the office of the President for the duration of the term, and then for the term for which elected.
4. Arrange and plan the "Annual Seminar" for CLE credit. This is usually held in February and is followed by the monthly dinner meeting. The topic is usually one of general interest that will attract a large portion of the membership.
 - Determine those professional subjects which will most effectively serve to promote continuing education of membership.
 - Plan and provide for presentation of program; securing qualified speakers; arranging travel, if required; securing outline of subject presented, written form, with exhibits.
 - Make arrangements with Administrator for on-site presentation; booking facility, providing refreshments.
 - Have materials printed, collated, packaged for presentation to attendees.
 - Coordinate payment of all costs with Administrator.
 - Forward materials to State Bar for approval at least 50 days in advance of presentation.
 - Assist Administrator in remitting documentation to State Bar insuring CLE credit to attendees.
 - Monitor and set cost of presentations.
5. Liaison to all committees.
6. Ex-officio member of all sections.

IMMEDIATE PAST PRESIDENT

Must have served as President of the Association for the prior year.

1. Chair Nominating Committee; report nominations at the March board meeting.
2. Perform such duties as assigned by the President.
3. Provide guidance and expertise to Association.

SECRETARY

1. Serve as secretary for the Greensboro Bar Association, the GBA Foundation and the 24th Judicial District Bar for a term of one (1) year (June – May).
2. Record minutes at all meetings of the Executive Committee and Board of Directors, the annual joint meeting of GBA and JD 24, and special meetings of the 24th Judicial District Bar.
3. Ensure that accurate and sufficient documentation exists to meet legal requirements, and to enable authorized persons to determine when, how, and by whom the board's business was conducted, and include:
 - date, time, location of meeting;
 - list of those present and absent;
 - list of items discussed;
 - list of reports presented;
 - text of motions presented and description of their disposition.
4. Send draft to President for approval within one (1) week of meeting.
5. Sign a copy of the final, approved minutes and ensure that this copy is maintained in the corporate records by Administrator.
6. Sign any instruments that may require Secretary's signature.

TREASURER

Serve as Treasurer for the Greensboro Bar Association, the GBA Foundation, and the 24th Judicial District Bar for a term of one (1) year (June – May).

1. Maintain the funds of the organization on deposit, initiate any necessary disbursements and keep appropriate financial records.
2. Provide signature for checks written on account of Greensboro Bar Association, the Greensboro Bar Association Foundation and the 24th Judicial District Bar.
3. Make full financial report available at each Executive Committee meeting. Detail of oral report in discretion of Treasurer.
4. Prepare monthly and annual financial reports and present to the board.
5. Answer questions and act as reference for members of the Greensboro Bar Association, including Sections and Committee Chairs, pertaining to financial questions.

6. Encourage Executive Committee members to budget expenses in advance, rather than spending funds and asking for reimbursement.
7. Assist in formation of proposed budget for Greensboro Bar Association to be approved at the September board meeting.
8. Prepare JD 24 budget to be approved at annual meeting in April.
9. Ensure taxes are filed with IRS.
10. Assist Administrator in getting members who fall in arrears in dues payments to pay annual dues.
11. Recommend any transfer of funds at end of year from Greensboro Bar Association to the Greensboro Bar Association Foundation.
12. Recommend any necessary By-laws regarding budget/membership dues.
13. Act as watchdog over funds of Greensboro Bar Association and Greensboro Bar Association Foundation.

DIRECTOR

Serve on the Board of Directors for the Greensboro Bar Association and as a member of the Greensboro Bar Association Foundation for a term of three (3) years.

1. Assist the President, other officers, Administrator, and committee chairmen as needed in order that the goals and objectives of the Association can be met.
2. Attend all monthly board meetings (September – May).
3. Attend annual meeting of the District Bar.
4. Serve as a liaison to at least one assigned Bar Committee (includes providing assistance and support as necessary so Committees meet their goals and objectives in a timely manner).
5. Assist officers in special projects.
6. Share views of constituents with the Executive Committee and officers.
7. Approve annual budget.
8. Participate in planning and actively support the mission of the GBA.
9. Participate in committee work; liaison to at least one committee.
10. Participate in fundraising.
11. Assist in identifying and recruiting new board members.
12. Assist with member recruitment and retention.
13. Act as an ambassador for the GBA.

Committee Descriptions

- **Awards & Recognitions-** Researches and makes recommendations to the Executive Board for annual awards, award recipients, and member recognitions.
- **CLE-** Plans and presents the GBA's CLE programs; expands and enhances the number of CLE offerings of GBA.
- **Community Involvement-** Recommends community service projects to the Association to adopt and runs such projects.
- **Directory-** Promotes the benefits of member participation in the GBA online directory; collects headshots; updates profiles.
- **Diversity, Equity & Inclusion-** Assists with creating an environment that supports historically underrepresented and marginalized attorneys; educating and raising the awareness of all attorneys about DEI; engaging in matters reflective of local communities; and/or ensuring diversity among GBA membership, speakers and service providers.
- **Elementary School Project-** Arranges a program or project for benefit of students to enhance interest in learning; coordinates the elementary book drive where students are gifted a book at the holidays.
- **Habitat for Humanity-** Raises all funds and provides volunteers to build the GBA's 9th house.
- **History & Archives-** Conducts interviews with senior members of the Association; preserves GBA history and records.
- **Holiday Party-** Decides on location, plans menus, prizes and entertainment for the annual holiday party.
- **Legal Aid Fundraiser-** Identifies a fundraiser project to benefit Legal Aid of NC, and organizes the event.
- **Long Range Plan-** Creates a vision for the future; formalizes and documents a 5-year business plan; oversees implementation.
- **Membership-** Recruits, retains, and engages members; focuses on participation by young lawyers; publicizes and encourages participation in the online membership directory.
- **Memorials-** Monitors newspaper obituaries and contacts members regarding deceased members; publishes memorials in newsletter; maintains archives.
- **Mentoring-** Plans networking activities that pair newly licensed and veteran attorneys.
- **Nominating-** Presents a slate of candidates for new officers and directors for the upcoming year, to be presented to the Executive Committee in March, published in the newsletter, and voted on at the April Annual Meeting of the Association.
- **Pro Bono-** Publicizes pro bono opportunities to the membership; recognizes Herb Falk Society inductees; provides Second Chance Project expunction trainings; works with Legal Aid on pro bono projects.
- **Scholarship (Elon Law)-** Evaluates applicants for eligibility and worthiness, assessing achievements, academic record, and letters of recommendation in order to identify the most deserving applicant(s).

Financial Structure

GBA, GBA Foundation and JD 24 administrative expenses are paid from the Greensboro Bar Association account. The GBA Foundation and JD 24 reimburse the GBA a percentage as set by the Treasurer (see Quarterly Reimbursement Template).

Administrator prepares the checks and presents them, along with corresponding invoices, for the Treasurer's signature.

Administrator reconciles the accounts.

Greensboro Bar Association

Revenue: Dues, guest fees, newsletter ads, non-member services like member mailing labels.

Major Expenses: MembershipWorks member management platform, committee programs, wages, rent and office supplies (see P&L).

Budget: Committee Chairs submit budget request. Administrator drafts a budget proposal in collaboration with the Treasurer in August; presented for Board approval at the board meeting in September.

Dues: Outlined in the bylaws; Treasurer can make a recommendation to amend. Sustaining member dues provide additional financial support for our mission with no added benefit.

Dues payments: JD 24 and GBA dues are consolidated (one check for both or a single online payment) and paid to JD 24. JD24 then reimburses the GBA for its portion. Non-JD24 members pay dues directly to the GBA.

Fund Balance: Generally retain \$17-20K and the remainder is donated to the GBA Foundation at the end of the fiscal year.

Greensboro Bar Association Foundation

Investment Account: Bank of America/US Trust

Revenue: GBA Annual CLE Seminar and annual donation from GBA.

Major Expenses: Wages, office and admin (see P&L), grants (awarded in September).

Budget: None

Fund Balance: Generally retain \$11K or equal to annual admin expenses. Excess is invested.

Greensboro Bar Association, Inc.
Profit & Loss Budget vs. Actual
June 2021 through May 2022

	Jun '21 - May 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Admin Fee Income-24th JD	12,323.81	12,475.00	-151.19	98.79%
Admin Fee Income-GBAF				
Admin Fee Income-GBAF-Other	3,058.48	3,170.00	-111.52	96.48%
GBAF Salary/Payroll Tax Reimbur				
GBAF Payroll tax Reimbursement	669.45	665.00	4.45	100.67%
GBAF Salary Reimbursement	8,599.98	8,600.00	-0.02	100.0%
Total GBAF Salary/Payroll Tax Reimbur	9,269.43	9,265.00	4.43	100.05%
 Total Admin Fee Income-GBAF	12,327.91	12,435.00	-107.09	99.14%
 Membership Dues	91,430.00	89,400.00	2,030.00	102.27%
NonMember Fees	245.00	100.00	145.00	245.0%
Miscellaneous	0.00	0.00	0.00	0.0%
Newsletter Ad Revenue	0.00	0.00	0.00	0.0%
Total Income	116,326.72	114,410.00	1,916.72	101.68%
 Gross Profit	116,326.72	114,410.00	1,916.72	101.68%
 Expense				
Contributions				
GBA Foundation	27,000.00			
Legal Aid NC Support	0.00	0.00	0.00	0.0%
Total Contributions	27,000.00	0.00	27,000.00	100.0%
 Meetings				
Annual Meeting	3,963.26	3,300.00	663.26	120.1%
May Member Picnic	5,545.00	4,600.00	945.00	120.54%
Monthly Member Meetings	0.00	20,600.00	-20,600.00	0.0%
Total Meetings	9,508.26	28,500.00	-18,991.74	33.36%
 Office Expense				
Computer				
Member Management Platform	1,521.00	1,670.00	-149.00	91.08%
Software	949.87	910.00	39.87	104.38%
Total Computer	2,470.87	2,580.00	-109.13	95.77%
 Office Equipment	0.00	150.00	-150.00	0.0%
Insurance	885.00	960.00	-75.00	92.19%
Office Rent and Parking	9,568.00	9,536.00	32.00	100.34%
Office Supplies	630.01	750.00	-119.99	84.0%
Post Office Box Rental	146.00	146.00	0.00	100.0%
Telephone	1,877.76	1,895.00	-17.24	99.09%
Website	147.00	300.00	-153.00	49.0%
Total Office Expense	15,724.64	16,317.00	-592.36	96.37%
 Outside Expenses				
Nat'l I Conference for Bar Pres	0.00	140.00	-140.00	0.0%
Young Lawyers Section	6,500.00	6,500.00	0.00	100.0%
Total Outside Expenses	6,500.00	6,640.00	-140.00	97.89%

Greensboro Bar Association, Inc.
Profit & Loss Budget vs. Actual
June 2021 through May 2022

	<u>Jun '21 - May 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Payroll/Contract Expenses				
Tax Prep	525.00	550.00	-25.00	95.46%
Payroll Tax Expense	3,347.22	3,315.00	32.22	100.97%
Professional Services	1,064.44	1,200.00	-135.56	88.7%
Salary Expense	42,999.96	43,000.00	-0.04	100.0%
Total Payroll/Contract Expenses	<u>47,936.62</u>	<u>48,065.00</u>	<u>-128.38</u>	<u>99.73%</u>
Program/Committee Expenses				
Awards and Recognitions	292.17	350.00	-57.83	83.48%
CLE Committee	294.83	1,100.00	-805.17	26.8%
Communications	0.00	0.00	0.00	0.0%
Contingency	1,500.00	1,500.00	0.00	100.0%
Diversity, Inclusion, Equity	0.00	0.00	0.00	0.0%
Executive Committee Expense	141.99	250.00	-108.01	56.8%
High Point Bar Liaison	225.92	500.00	-274.08	45.18%
History & Archives	0.00	100.00	-100.00	0.0%
Holiday Party Expense	5,056.05	6,500.00	-1,443.95	77.79%
Membership	705.47	875.00	-169.53	80.63%
Mentoring	0.00	1,000.00	-1,000.00	0.0%
Newsletter and Postage	1,146.25	1,500.00	-353.75	76.42%
Pro Bono	59.59	700.00	-640.41	8.51%
Second Chance Project	0.00	0.00	0.00	0.0%
Speakers/Speaker gifts	500.00	700.00	-200.00	71.43%
Total Program/Committee Expenses	<u>9,922.27</u>	<u>15,075.00</u>	<u>-5,152.73</u>	<u>65.82%</u>
Total Expense	<u>116,591.79</u>	<u>114,597.00</u>	<u>1,994.79</u>	<u>101.74%</u>
Net Ordinary Income	<u>-265.07</u>	<u>-187.00</u>	<u>-78.07</u>	<u>141.75%</u>
Net Income	<u><u>-265.07</u></u>	<u><u>-187.00</u></u>	<u><u>-78.07</u></u>	<u><u>141.75%</u></u>

Greensboro Bar Association, Inc.

Balance Sheet

As of May 31, 2022

May 31, 22

ASSETS

Current Assets

Checking/Savings

First Citizens Checking 29,763.94

Total Checking/Savings 29,763.94

Total Current Assets 29,763.94

Fixed Assets

Accum Depreciation -2,500.00

Computer & Peripherals 2,500.00

Furniture, Fixture & Equipment 2,285.50

Total Fixed Assets 2,285.50

TOTAL ASSETS 32,049.44

LIABILITIES & EQUITY

Equity

Unrestricted Net Assets 32,314.51

Net Income -265.07

Total Equity 32,049.44

TOTAL LIABILITIES & EQUITY 32,049.44

**BYLAWS
OF
THE GREENSBORO BAR ASSOCIATION, INC.**

ARTICLE I: Members

Section 1. Membership.

- (a) **Classes.** There shall be three classes of membership in the corporation (i) Regular Members, (ii) Sustaining Members and (iii) Law Student Members.
- (b) **Regular Members.** Any person (i) who is licensed to practice law before the highest court of any country or any state or territory of the United States or the District of Columbia and (ii) who resides, practices, or is employed in Guilford County, North Carolina, shall be eligible as a Regular Member.
- (c) **Sustaining Members.** A lawyer who otherwise qualifies as a Regular Member, and who supports the work of the corporation through the payment of sustaining dues as established by the Executive Board shall be eligible as a Sustaining Member. A Sustaining Member shall have the same responsibilities, rights, and privileges as a Regular Member.
- (d) **Law Student Members.** A law student who is enrolled in any regularly organized and accredited law school or law school applying for accreditation located in Guilford County or a law student who resides in Guilford County and is enrolled in any regularly organized and accredited law school shall be eligible as a Law Student Member. Law Student Members shall not be eligible to hold office in the corporation, shall not be eligible to vote in the corporation, and shall be eligible to enjoy only those privileges as shall be determined from time-to-time by the Executive Board. Once a student graduates or ceases to be in good standing at the law school, he or she shall cease to be eligible for membership of the corporation.
- (e) **Election.** A majority vote of the Executive Board shall elect to membership. A person so elected shall be declared a member upon payment of the annual dues for the first year. Persons approved for membership by December 31 shall pay the full amount of the annual dues, and persons approved for membership after December 31 shall pay a prorated amount of annual dues.

Effective this the 12th day of October, 2006.

Section 2. Fees and Dues. Annual dues shall be \$85.00 for members licensed to practice law fewer than three years and Public Service attorneys to include staff and assistant attorneys who work with the Offices of the Attorney General, City Attorney, County Attorney, District Attorney, Federal Public Defender, Legal Aid and State Public Defender, \$130.00 for members licensed to practice law three years or more, and \$165.00 for voluntary sustaining members. Annual dues shall be payable on the first day of the fiscal year, which shall be June 1. The treasurer shall notify members three months in arrears, and those whose dues are not paid within thirty days thereafter shall be automatically suspended for the current year, but shall be reinstated to membership upon payment of the then current annual dues and a reinstatement fee of \$25.00. Members attaining seventy years of age shall be excused from the payment of annual dues for the fiscal year immediately following the fiscal year in which such member attained seventy years of age and all subsequent years. However, such members may choose to be voluntary sustaining members for any year by paying \$40, which shall be payable on June 1.

Effective this 14th day of June, 2016

Section 3. Changing Dues. The annual dues may be changed from time to time by the Executive Board after notifying each member of the corporation of the meeting of the Executive Board at which the proposed change will be considered.

ARTICLE II: Officers

Section 1. Number. The officers of the corporation shall be a President, a President-Elect, an immediate Past President, a Secretary, a Treasurer, and nine Directors. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the corporation.

Section 2. Nominating Committee. No later than February 15, the President shall appoint a Nominating Committee of not fewer than three members. It shall be the duty of this committee to nominate candidates for the offices to be filled at the Annual Meeting. The Nominating Committee shall report at the regular March meeting. Before the election at the Annual Meeting, additional nominations from the floor shall be permitted.

Section 3. Election. The President-Elect, Secretary, and Treasurer shall be elected by ballot to serve for one year or until their successors are elected, and their term of office shall begin with the fiscal year. Directors shall be elected by ballot to serve for three year staggered terms (so that three Directors are elected at each Annual Meeting) or until their successors are elected, and their term of office shall begin with the fiscal year. If only one person is nominated for an office, the President can declare that the nominee is elected by acclamation.

Section 4. Vacancies. Any vacancy in any office or position of the Executive Board other than President or President-Elect shall be filled by appointment of the Executive Board for the unexpired term. In case of a vacancy in the office of President, the President-Elect shall serve as President for the duration of such vacancy and then serve the term for which elected, and in case of a vacancy in the office of the President-Elect, a meeting of the corporation shall be held to fill said vacancy for the unexpired term.

ARTICLE III: Meetings

Section 1. Monthly Meetings. The regular meetings of the corporation shall be held on the third Thursday of each month from September through May unless otherwise ordered by the President or the Executive Board. All meetings shall be held at such place and at such hour as may be designated by the President or the Executive Board.

Section 2. Annual Meeting. The regular meeting on the third Thursday of April shall be known as the Annual Meeting and shall be for the purpose of electing officers, receiving reports of officers and committees, and for any other business that may arise.

Section 3. Notice of Meetings. No notice of the Annual Meeting or regular monthly meetings shall be required, but the President, Executive Board, or the Secretary may cause such notice to be given as may be deemed appropriate.

Section 4. Special Meetings. Special meetings may be called by the President or the Executive Board and shall be called upon the written request of twenty members of the corporation. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least seven days' notice shall be given.

Section 5. Quorum. Fifty members of the corporation shall constitute a quorum.

ARTICLE IV: Executive Board

Section 1. Composition. The officers of the corporation, including the Directors, shall constitute the Executive Board. The President of the Young Lawyers Division of the corporation shall be an ex-officio member of the Executive Board.

Section 2. Duties. The Executive Board shall have general supervision of the corporation, fix the hour and place of meetings, make recommendations to the corporation, appropriate corporation funds for ordinary expenses, and shall perform such other duties as are specified in these Bylaws.

Section 3. Meetings. The Executive Board shall establish a regular schedule for its meetings, and such meetings may be held without notice. Special meetings of the Executive Board may be called by the President and shall be called upon the written request of three members of the Executive Board. Except in cases of emergency, at least seven days' notice of any special meeting shall be given.

Section 4. Quorum. Six members of the Executive Board shall constitute a quorum.

ARTICLE V: Sections

Section 1. Organization. The Executive Board may authorize the organization, division, combination, or dissolution of sections.

Section 2. Sections Governance. Each section authorized by the Executive Board shall have general supervision of its affairs, the power to fix its own time and place of meeting, to establish or increase any dues with approval of the Executive Board, and to adopt rules for its own government and course of action, including the election of officers and the appointment of such committees as it may deem advisable, not inconsistent with the Charter of the corporation and these Bylaws. Each section shall designate a Chairman and a Treasurer, each of whom shall serve a one-year term which coincides with the term of office of officers of the corporation.

Section 3. Scope of Authority. All activities of sections shall be subject to the control of the Executive Board and conducted in accordance with such policies, rules, and regulations as may be promulgated by the Executive Board.

Section 4. Actions. No action, report, resolution or recommendation of any section shall be published or presented as the action or position of the corporation unless specifically approved by the Executive Board.

Section 5. Ex-Officio Members. The President and President-Elect of the corporation shall be ex-officio members of all sections.

ARTICLE VI: Committees

Appointment. Such committees shall be appointed by the President as the corporation or the Executive Board shall from time to time deem necessary to carry on the work of the corporation. The chairpersons of committees shall be invited to attend meetings of the Executive Board and advise the Executive Board as the need arises. The President shall be ex-officio a member of all committees except the Nominating Committee.

ARTICLE VII: Parliamentary Authority

Section 1. Rules. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the corporation may adopt.

Section 2. Prohibited Activities. No member, officer, director, employee or representative of this corporation shall take any action or carry on any activity by or on behalf of the corporation not permitted to be taken or carried on by an organization exempt from taxation under Section 501(c)(6) of the Internal Revenue Code of 1954, as amended, and the regulations thereunder, as now existing or as hereafter in effect.

ARTICLE VIII: Amendment of Bylaws

Amendment. These Bylaws may be amended at any regular or special meeting of the corporation by a majority vote, provided that the amendment has been approved by the Executive Board.

AS ADOPTED 4/2004
AS AMENDED 10/2006
AS AMENDED 10/2007
AS AMENDED 1/17/2013

Greensboro Bar Association Foundation, Inc.

Profit & Loss

June 2021 through May 2022

Jun '21 - May 22

Income

Direct Public Support

Contribution from GBA	27,000.00
Elementary School Income	2,788.99
Individual, Bus Contributions	100.00
Unrestricted Donations	425.00

Total Direct Public Support 30,313.99

Earned Revenue-Special Event

CLE Seminar	3,635.95
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Total Earned Revenue-Special Event 3,635.95

Investment Income

Dividends & Interest-Investment	5,445.98
Unrealized Gain/Loss Investment	-18,490.22

Total Investment Income -13,044.24

Total Income 20,905.70

Expense

Admin Support Fees-GBA

GBAF Labor	9,748.23
GBAF Professional Fees	205.77
GBAF Computer Contribution	189.95
GBAF Insurance Contribution	189.00
GBAF Office Rent/Parking	1,434.80
GBAF Office Supplies Contributi	126.01
GBAF PO Box Rental	29.20
GBAF Telephone Contribution	375.55
Website	29.40

Total Admin Support Fees-GBA 12,327.91

Donations

Elementary School Donation	2,763.99
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Total Donations 2,763.99

Grants

Scholarships	5,000.00
Nonprofit Grants	12,398.16
Jury Assembly Room Support	540.81
Lawyers Lounge Support	360.00

Total Grants 18,298.97

Investment Fees 351.41

Special Events

CLE Seminar Expense	1,125.00
Habitat Expenses	13,002.00

Total Special Events 14,127.00

Tax Return 525.00

Total Expense 48,394.28

Net Income -27,488.58

Greensboro Bar Association Foundation, Inc.

Balance Sheet

As of May 31, 2022

May 31, 22

ASSETS

Current Assets

Checking/Savings

First Citizens Checking 27,620.98

Total Checking/Savings 27,620.98

Total Current Assets 27,620.98

Other Assets

Marketable Securities

Bank of America Investment 185,697.85

Total Marketable Securities 185,697.85

Total Other Assets 185,697.85

TOTAL ASSETS 213,318.83

LIABILITIES & EQUITY

Equity

Temp Restricted Net Assets Elem 500.00

Unrestricted Net Assets 240,307.41

Net Income -27,488.58

Total Equity 213,318.83

TOTAL LIABILITIES & EQUITY 213,318.83

**BYLAWS OF
THE GREENSBORO BAR ASSOCIATION FOUNDATION, INC.**

ARTICLE I

Offices

The principal office of the Corporation shall be located in Greensboro, North Carolina, at such place as the Board of Directors shall determine from time to time. The Corporation may also have offices, and may carry on its activities, at such other places within or without the State of North Carolina as the Board of Directors may from time to time determine.

ARTICLE II

Members

Section 1 – Members

The Members of the Corporation shall be the persons who from time to time are the officers and the members of the Board of Directors of the Greensboro Bar Association, Inc. Any person who ceases to be a member of the Board of Directors of the Greensboro Bar Association shall cease to be a member of this Corporation.

Section 2 – Voting

Each member shall be entitled to one vote on each matter submitted to a vote of the members. A member may vote in person or by proxy executed in writing by such member or by his duly authorized attorney-in-fact. No proxy shall be valid after 11 months from the date of its execution.

Section 3 – Transfer of Membership

Membership in this Corporation is not transferable or assignable.

ARTICLE III

Meeting of Members

Section 1 – Annual Meeting

An annual meeting of the members shall be held each year immediately following the adjournment of the April meeting of the Executive Board of the Greensboro Bar Association, Inc. for the purpose of transacting such business as may come before the meeting.

Section 2 – Special Meetings

Special meetings of the members may be called by the President, the Secretary, the Board of Directors, or three or more of the members.

Section 3 – Place of Meeting

The Board of Directors shall designate where the annual or special meetings shall be held.

Section 4 – Notice of Meetings

No notice is required for the annual meeting of the members. For a special meeting of the members, written notice of the date, time and place of the meeting shall be given to all members not less than five days before the date of the meeting. Such notice may be given by mail, facsimile transmission, or other form of electronic communication. Notice of a special meeting shall be sent by or at the direction of the President, the Secretary, or the person calling the meeting. With respect to a notice of a special meeting, the purpose for which the meeting is called shall be stated in the notice. If mailed, the notice shall be deemed delivered when deposited in the United States mail addressed to the member at his or her address as it appears on the records of the Corporation, with postage thereon prepaid. Any meeting shall be deemed to be validly called at which all of the members are present.

Section 5 – Quorum

At least six (6) members must be present to constitute a quorum at any meeting of the members of the Corporation. If a quorum is not present at any meeting of members, a majority of the members present may adjourn the meeting from time to time without further notice.

Section 6 – Action by Members without a Meeting

Action required or permitted to be taken at a meeting of the members may be taken without a meeting if the action is taken by all members. The action must be evidenced by one or more unrevoked written consents signed by each member before or after such action, describing the action taken, and included in the minutes or filed with the records of the Corporation. Such written consents may be in electronic form and delivered by electronic means.

ARTICLE IV

Membership of the Board of Directors

Section 1 – Number of Directors

The number of directors constituting the Board of Directors shall be not less than four (4) nor more than seven (7) as may be fixed or changed from time to time, within the minimum and maximum, by the members of the Corporation. The directors constituting the Board of Directors shall be comprised of four (4) officers from the Greensboro Bar Association Board of Directors and up to 3 Directors from the Greensboro Bar Association Board of Directors.

Section 2 – Election

Except as provided in Article IV, Section 5, below, the directors shall be elected at the annual meeting of members. The Nominating Committee shall present a slate of

directors for election at the annual meeting. Nominations may also be received from the floor after the report of the Nominating Committee. Those persons who receive the highest number of votes at a meeting at which a quorum is present shall be deemed to have been elected.

Section 3 – Term of Directors

The term of every director shall expire at the next annual meeting of the members following the director's election or upon such director's death, resignation or removal. The term of a director elected to fill a vacancy expires at the next meeting of members at which directors are elected. A decrease in the number of directors does not shorten an incumbent director's term. Despite the expiration of a director's term such director shall continue to serve until a successor shall be elected and qualifies or until there is a decrease in the number of directors.

Section 4—Removal

Any director may be removed at any time with or without cause by a vote of the members if the number of votes cast to remove such director exceeds the number of votes cast not to remove him or her. A director may not be removed by the members at a meeting unless the notice of the meeting states that the purpose, or one of the purposes, of the meeting is removal of the director. If any directors are so removed, new directors may be elected at the same meeting.

Section 5—Vacancies

Any vacancy occurring in the Board of Directors, including without limitation a vacancy resulting from an increase in the number of directors or from the failure by the members to elect the full authorized number of directors, may be filled by the members at the annual meeting of the members or at a duly called special meeting of the members.

ARTICLE V

Meetings of the Board of Directors

Section 1 – Annual Meetings, Special Meetings.

The Board of Directors shall hold an annual meeting immediately following the annual meeting of members. Regular meetings of the Board shall be held immediately following regular meetings of the Executive Board of the Greensboro Bar Association, Inc. Special meetings of the Board may be held from time to time on call of the President, the Secretary, or any two Directors.

Section 2 – Notice of Meetings

No notice is required for the annual and regular meetings of the Board of Directors. For a special meeting, three days' notice must be given by mail or telephone. Nothing herein shall prevent the directors from waiving notice of any meeting.

Section 3 – Quorum

A majority of the directors then in office shall constitute a quorum for the transaction of business.

Section 4—Action by Board of Directors without a Meeting

Action required or permitted to be taken at a meeting of the Board of Directors may be taken without a meeting if the action is taken by all members of the Board of Directors. The action must be evidenced by one or more unrevoked written consents signed by each member of the Board of Directors before or after such action, describing the action taken, and included in the minutes or filed with the records of the Corporation. Such written consents may be in electronic form and delivered by electronic means.

ARTICLE VI
General Powers

Section 1 – Powers and Authority of the Board

The Board of Directors shall have all powers and authority vested in the Board by the Articles of Incorporation and by Chapter 55A of the General Statutes of North Carolina.

Section 2 – Rules and Regulations

In carrying out its powers and authority, the Board of Directors shall have the authority to make, prescribe and enforce all necessary rules and regulations for the conduct of the affairs of the Corporation and for the control and management of its property.

ARTICLE VII
Officers and Agents

Section 1 – Officers of the Corporation

The officers of the corporation shall be the President, Secretary, and Treasurer of the Greensboro Bar Association, Inc., each of whom shall hold the same position and title with the Corporation as he or she holds with the Greensboro Bar Association, Inc., and shall also include the President-Elect of the Greensboro Bar Association, who shall hold the office of Vice-President of the Corporation. The Board may elect such other officers as may be deemed necessary, including Assistant Secretaries and Assistant Treasurers. The officers of the Corporation need not be members of the Board.

Section 2 – Agents and Employees

The Board of Directors may appoint one or more fiscal agents for the collection, deposit, recording, investment, and disbursement of the funds and properties of the Corporation. The Board of Directors may appoint such other agents and employees as in the judgment of the Board of Directors may be necessary to carry out the objects and

purposes of the Corporation and may determine the duties and tenure of each such agent, employee, and committee.

Section 3 – Compensation of Directors, Officers, and Employees

The directors of the Corporation, the President, Vice President, the Secretary, and the Treasurer shall serve without compensation from the Corporation. The Assistant Secretaries, the Assistant Treasurers, the fiscal agents, and other agents and employees appointed pursuant to Section 2 of this Article VII may be paid such reasonable salaries or compensation for services rendered as may be agreed upon and fixed by the Board of Directors.

Section 4 – Committees

The Board of Directors, by resolution adopted by a majority of the directors then in office, may designate from among its members an Executive Committee and one or more other committees, each consisting of two or more directors, and each having, to the extent provided in the resolution, all of the authority of the Board of Directors in the management of the affairs of the Corporation, except as to matters which are by law specifically excepted from the authority of such committees. Any such committee or any member thereof may be discharged by a majority of the directors present at a meeting of the Board at which a quorum is present or by informal action by the Board of Directors as permitted by law. By resolution adopted by a majority of the directors then in office, the Board of Directors may appoint such other advisory boards and committees as it may from time to time deem appropriate, each such other board or committee to consist of one or more directors and one or more persons who are not directors, to serve at the pleasure of the Board of Directors, and to have such authority and perform such functions as may be specified from time to time by the Board of Directors.

ARTICLE VIII

Powers and Duties of Officers and Agents

Section 1 – President

The President shall be the chief executive officer of the Corporation. The President shall have general supervision of all affairs of the Corporation and shall see that all orders of the Board of Directors are carried into effect.

Section 2 – Vice President

The Vice President, if any, shall act for the President in the latter's absence and shall have such other powers and authority as the Board of Directors may prescribe. In the event there is more than one Vice President, the Board of Directors may rank them in such manner as it shall determine.

Section 3 – Secretary

The Secretary shall preserve in books of the Corporation true minutes of the proceedings of all meetings of the Board of Directors. The Secretary shall be the custodian of the Seal of the Corporation and shall attest the same when affixed by order

of the Board of Directors. The Secretary shall perform such other duties as may be assigned to him by the Board of Directors or the Chairperson of the Board or the President. Any of the foregoing duties may be delegated by the Secretary to an Assistant Secretary.

Section 4 – Treasurer

The Treasurer shall collect, receive, and hold the funds of the Corporation, and shall have custody of all securities and properties of the Corporation and shall keep in books belonging to the Corporation full and accurate accounts of all receipts and disbursements. The Treasurer shall deposit all moneys, securities, and other valuable effects in the name of the Corporation in such depositories as may be designated for that purpose by the Board of Directors. The Treasurer shall disburse the funds of the Corporation in such manner as may be authorized in these bylaws or by the Board of Directors, and shall render to the Board of Directors at the annual meetings of the Board, and at such other times as may be requested by the Board, the Chairman of the Board or the President, an account of all transactions as Treasurer and of the financial condition of the Corporation. Any of the foregoing duties may be delegated by the Treasurer to an Assistant Treasurer. If the Board of Directors appoints a fiscal agent, the Board may delegate all or any part of the duties of the Treasurer to such fiscal agent.

ARTICLE IX

Management of Funds

Section 1 – Discretion of the Directors

All money and properties of the Corporation shall be expendable at the discretion of the directors in accordance with the objects and purpose of the Corporation as set forth in its Articles of Incorporation.

Section 2 – Operating Expenses

All necessary operating expenses of the Corporation shall be paid, upon direction of the President, out of income from the money and property of the Corporation. However, if any gift or donation is made to the Corporation for the specific purpose of defraying its operating expenses, said gift or donation may be so used.

Section 3 – Gifts and Grants

In carrying out the objects and purposes of the Corporation, the Corporation may accept gifts and grants for the promotion of charitable, educational, scientific and other eleemosynary purposes.

Section 4 – Award of Grants by the Corporation

The Corporation provides yearly grants to law-related organizations or projects. The Corporation should aim to, but is not required to, award the grants to organizations committed to promoting equal access to justice, organizations supporting pro bono or reduced-cost legal services, continuing legal education opportunities, or community organizations served by current Greensboro Bar Association, Inc., members. Special

consideration will be given to organizations or projects sponsored by a current Greensboro Bar Association member. The Application and Guidelines for such grants shall be determined by the Greensboro Bar Association Foundation Grant Committee.

ARTICLE X **Corporate Seal**

The Seal of the Corporation shall be circular in form and shall have inscribed in the outer margin the name of the Corporation and the year of its incorporation.

ARTICLE XI **Fiscal Year**

The fiscal year of the Corporation shall end on May 31 in each calendar year.

ARTICLE XII **Amendments**

Except as otherwise provided by law or the Articles of Incorporation of the Corporation, amendments to the bylaws of the Corporation may be made by the Board of Directors.

ARTICLE XIII **Indemnification**

The Corporation shall indemnify any director or former director of the Corporation, any officer or former officer of the Corporation who is not, or was not at the time he was an officer, an employee of the Corporation or the Greensboro Bar Association, Inc., and any person requested by the Corporation to serve on any committee established by the Board of Directors of the Corporation, against all liabilities and reasonable litigation expenses, including attorneys' fees, incurred by him in connection with any action, suit or proceeding in which he has been made and threatened to be made a party by reason of being or having been such director, officer, or agent, except in relation to matters as to which he shall be adjudged in such action, suit or proceeding to have acted in bad faith or to have been liable or guilty by reason of willful misconduct in the performance of duty. This indemnification shall be in addition to any other indemnification to which any such person is entitled by law. Expenses incurred by any person indemnified under this Section in defending a civil or criminal action, suit or proceeding may be paid by the Corporation in advance of the final disposition of such action, suit or proceeding as authorized by the Board of Directors in the specific case upon receipt of an undertaking by or on behalf of the indemnified person to repay such

amount unless it shall be ultimately determined that he is entitled to be indemnified by the Corporation pursuant to this Section or otherwise. Any such person seeking indemnification shall have a duty to immediately notify the Board of Directors of any matter that might require indemnification, and further, to cooperate with Board of Directors investigation of any such matter that might require indemnification.

ARTICLE XIV

Exempt Activities

Notwithstanding any other provision of these bylaws, no director, officer, employee, agent or other representative of the Corporation shall take any action or carry on any activity by or on behalf of the corporation not permitted to be taken or carried on by an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code 1986, as now or hereafter amended, and Regulations thereunder, as they now exist and may hereafter be amended.

AS ADOPTED 4/2010
AS ADOPTED 5/2010
AS ADOPTED 9/2018

GREENSBORO BAR ASSOCIATION FOUNDATION GRANTS PROGRAM

The Greensboro Bar Association Foundation, Inc., formed in the early 1980's, is the bar-related entity through which many members of the Greensboro Bar Association extend their generosity to worthy causes in the community. Under the rules of the Foundation, monetary grants may be made to or in support of organizations and activities that relate to the legal profession, legal education, the administration of justice and, more generally, such activities which foster the honor and integrity of the law, facilitate the administration of justice, promote the study of law, maintain a law library, promote suitable standards of legal education and participate and promote activities which epitomize the contribution of lawyers to the community.

Grants will vary in size and frequency, and are determined on the merit of the program, and the availability of funds. Grants range in size and are typically for single-year programs, except in limited circumstances. The organization requesting the grant must be organized under Section 501 (c) (3) of the Internal Revenue Code 1986, as now or hereafter amended, and the Regulations hereunder, as they now exist and may hereafter be amended.

APPLICATION INFORMATION

The grant request must originate from a non-profit organization located in the greater Greensboro, North Carolina area; and must be a non-profit organized under section 501 (c) (3) of the IRS code or affiliated with a non-profit, tax-exempt organization. Grant proposals will be accepted annually from June 1 to August 1. Grant decisions will be made by September 30 and disbursements made by October 15.

REVIEW PROCESS

The grant application must be in writing and delivered to the Greensboro Bar Association at its offices. Each request is evaluated by a screening committee of the Foundation, appointed by President of the Greensboro Bar Association. The evaluation includes both a consideration of whether the request falls within the Foundation's stated purposes, and also whether the request should be presented by the committee to the Foundation's board, with, or without, a favorable recommendation. During both the screening committee's evaluation process, and any subsequent consideration by the Foundation's board, personal presentations by the requesting individual or entity are not ordinarily permitted.

ADOPTED: February 4, 2016

GREENSBORO BAR ASSOCIATION FOUNDATION

GRANT APPLICATION
Attn: Diane Lowe - Administrator
P.O. BOX 1825
GREENSBORO, NC 27402

Program Title: _____

Organization Name: _____

Mailing Address: _____

Contact Person: _____

E-Mail Address: _____

Phone: _____ Fax: _____

Year Founded: _____

What is your IRS Non-Profit Status: _____

Exemption Letter Date: _____

PROJECT INFORMATION:

Project Title: _____

Total Cost of Project: _____

Amount Requested of the GBAF: _____

(Please list any other sources of funds for the project)

Briefly describe the purpose and history of your organization. Include information on the services you provide and the community/constituency you serve:

Please provide a brief summary of your request, including the purpose of the program/project, the population and geographic area served, and timeframe for program activities.

If this project is on-going please provide information about how it will be funded in the future. If this project involves an event, please list the date of the event.

SIGNATURES:

Signature of the chief staff person or chief officer of the Board of Directors is required. The signature certifies that this organization does not discriminate on the basis of race, color, religion, age, gender, national origin, or disability.

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

DATE OF GRANT REQUEST SUBMISSION: _____

Greensboro Bar Association Foundation, Inc. Yearly Grant History

2021-22

District Court Zoom Subscription - \$896
Church World Service Greensboro - \$7,500 (Immigration Legal Services)
Court Watch of North Carolina - \$4,000 (Process Server Program)
Elon Law - \$5,000 (Scholarship Fund)
Lawyers Lounge Phone - \$360
Guilford County Courthouse Jury Assembly Room (coffee service) - \$540

2020-21

District Court Zoom Subscription - \$1,199.60
Church World Service Greensboro - \$5,000 (Immigration Legal Services)
Elon Law - \$5,000 (Scholarship Fund)
Lawyers Lounge Phone - \$360

2019-20

Court Watch of North Carolina - \$4,000 (Process Server Program)
Church World Service Greensboro - \$5,000 (Immigration Legal Services)
Elon Law - \$3,750 (Law Library)
Lawyers Lounge Renovation - \$6,046
Guilford County Courthouse Jury Assembly Room (coffee service) - \$1,154
Lawyers Lounge Phone - \$360

2018-19

Corporation of Guardianship (CoG) CLE - \$750
Court Watch of North Carolina - \$4,000 (Process Server Program)
Guilford County Courthouse Jury Assembly Room (coffee service) - \$1,160
Lawyers Lounge Phone - \$360

2017-18

Court Watch of North Carolina - \$2,500 (Process Server Program)
Guilford County Courthouse Jury Assembly Room (coffee service) - \$1,073
Lawyers Lounge Phone - \$360

2016-17

Kids Voting Guilford County - \$1,000
Guilford County Courthouse Jury Assembly Room (coffee service) - \$977
Lawyers Lounge Phone - \$360

2015-16

Guilford County Courthouse Jury Assembly Room (coffee service) - \$663
Kids Voting Guilford County - \$1,000
Lawyers Lounge Phone - \$360

2014-15

Court Watch of North Carolina - \$2,500
Guilford County Courthouse Jury Assembly Room (coffee service) - \$1,038
Kids Voting Guilford County - \$2,500

2013-14

Court Watch of North Carolina - \$2,500
Guilford County Court Initiative - \$1,116
Guilford County Courthouse Jury Assembly Room (coffee service) - \$1,140
GBA Archives - \$1,000
Kids Voting Guilford County- \$1,000
Legal Aid of North Carolina - \$3,466

2012-13

Court Watch of North Carolina - \$4000
Kids Voting of Greensboro - \$2500
Northwest Guilford High School (Constitution Competition)- \$2000
[Special Contribution for Habitat House- \$30,000]

2011-12

Court Watch of North Carolina - \$3000
Guilford County Courthouse Jury (coffee service) - \$1294.07
Northwest Guilford High School (Constitution Competition) - \$2000

2010-11

Court Watch of North Carolina - \$2000
Greensboro Historical Museum [1868 Education Clause: CLE] - \$3100
Guilford County Courthouse Jury Assembly Room (coffee service) - \$854
Guilford County Law Library (Lawyers Weekly subscription) - \$160
Kids Voting Guilford County [Civics 101: Engaged Citizenship] - \$1000

2009-10

Albright Portrait - \$ 9,555 *
Foust Book project - \$1,072 *
Guilford County Courthouse Jury Assembly Room (coffee service) - \$854
Guilford County Law Library (Lawyers Weekly subscription) - \$160
Habitat for Humanity - \$51,170 ***
Kids Voting Guilford County - \$500
Lawyers Lounge Area - \$4,115 *

2008-09

Foust Book project - \$1,468 ***
Guilford County Courthouse Jury Assembly Room (coffee service) - \$647
Guilford County Law Library (Lawyers Weekly subscription) - \$155
Kids Voting Guilford County - \$500
Lawyers Lounge - \$16,711*
Legal Aid of North Carolina - 500

2007-08

Eastern Guilford High School - \$7,240 *
Elon University School of Law - \$10,000 **
Family Life Council - \$2500
Foster Friends - \$2500
Greensboro Historical Museum (Bill of Rights) - \$1500
Guilford County Courthouse Jury Assembly Room (coffee service) - \$712
Guilford County Courthouse TVs and carts - \$2,419
Guilford County Law Library (Lawyers Weekly subscription) - \$155

2006-07

Bell House - \$500
Elon University School of Law - \$10,000 **
Foster Friends - \$3,750
Guilford County Pre-Trial Services - \$2,000
Guilford County Law Library (Lawyers Weekly subscription) - \$155
Legal Aid of North Carolina - \$2,500
Maggie & Erma's - \$500
Reading Connections \$ 500

2005-06

Court Watch of North Carolina - \$1,000
Elon University School of Law - \$10,000 **
Foster Friends - \$1,250
Guilford County Law Library (Lawyers Weekly subscription) - \$155

2004-05

Elon University School of Law - \$10,000 **
Foust Elementary School (playground equipment) - \$11,280 *
Guilford County Law Library (Lawyers Weekly subscription) - \$294

2003-04

Court Watch - \$2,500
Greensboro Junior Chamber of Commerce - \$1,500
Guilford County Law Library (Lawyers Weekly subscription) - \$284

- * indicates member donations included
- ** indicates one-time special commitment
- *** indicates total members' donations