

Virginia State Bar Young Lawyers Conference
Long Range Plan
As Prepared And Submitted By The Long Range Planning Committee
April 2009

Highlights Of This Plan:

- Re-commits to previously-established YLC purpose
- Largely maintains YLC leadership and structure, finding that is effective in fulfilling the YLC purpose, but recommends the following three (3) significant changes in furtherance of the YLC purpose:
 - (1) Suggests a modified Circuit Representative structure and purposes and aims for more involvement and interaction with local bar associations;
 - (2) Introduces new Circuit Representative Coordination and Outreach Committee, which works to ensure success of new Circuit Representative structure and purpose; and
 - (3) Emphasizes the work of the Programs Committee, which should not only review existing programs to determine their importance and timeliness, but should also seek out and review new programs

I. YLC PURPOSE

- A. To serve as a vehicle through which the younger members of the Virginia State Bar can exert a more direct influence upon the activities of the Virginia State Bar
- B. To engage in activities designed to respond to discernible needs among the younger members of the Bar in particular and the members of the legal profession in general
- C. To promote, uphold, and elevate the standards of honor, integrity, and competence in the legal profession
- D. To assist the Council of the Virginia State Bar in discharging its duty to improve the legal system and the responsiveness of the profession to the members of the public, for whose benefit the profession exists

II. YLC LEADERSHIP AND STRUCTURE

- A. Board of Governors – consists of 19 elected members:¹
 - 1. Executive Committee
 - a. President
 - b. President Elect
 - c. Secretary
 - d. Immediate Past President
 - 2. Ten District Representatives
 - 3. Five At-Large Representatives
- B. Committee Chairs
 - 1. Structure
 - a. One to two Committee Chairs for each YLC program (see Section IV below for a listing of current YLC programs)
 - 2. Selection
 - a. Committee Chairs are appointed for a one year term and appointments will be reviewed annually
 - b. Each Bar year, Executive Committee and Board members will identify Committee Chairs and other resources for all YLC programs
 - c. Committee Chair(s), in conjunction with Board Liaisons, select committee members to assist the Chair(s) in executing the YLC program they have been chosen to chair
 - 3. Duties and Purpose
 - a. Implement the objectives of the YLC program they have been chosen to chair, in coordination with Board Liaison

¹ The YLC's Bylaws require that the members of the Board and the President-Elect be chosen by election by the general YLC membership at the Bar's Annual Meeting.

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- b. Attend YLC Leadership Conference and other local YLC sponsored events
 - (i) Within a reasonable period after the Leadership Conference, prepare action plans to be presented to the Board of Governors. Action plans should include proposed:
 - (a) Dates
 - (b) Locations
 - (c) Resources needed (human, financial, etc.) and established
 - (d) Deadlines for implementation of the Program
 - c. Attend periodic conference calls led by Board Liaison. Topics include organizational updates, brainstorming ideas, tracking progress and sharing information regarding the Committee’s work to promote and execute YLC program
 - d. Seek out and involve local Circuit Representatives in Committee work
 - e. Attend and give reports during Board of Governor’s meetings, if local and if invited by the Board
- C. Circuit Representatives
- 1. Structure
 - a. One Circuit Representative for each of the Commonwealth’s judicial circuits
 - b. The Board of Governors may, in its discretion, appoint two circuit representatives in a judicial circuit if the circuit is particularly large or populated
 - 2. Selection
 - a. Circuit Representatives are appointed for a one year term and appointments will be reviewed annually
 - b. The Board of Governors has voted to preserve the general geographic structure of the Circuit Representative program, but to modify the selection process as follows, as Circuit Representative vacancies become available:

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- (i) Where an organized local bar association exists, the Circuit Representative should be the local bar's Young Lawyers' Section Chair or his or her designee, subject to the approval of the Board of Governors or the Executive Committee
- (ii) In the event the local bar does not have a Young Lawyers' Section, the Circuit Representative should be appointed by the local bar association President or his or her designee, subject to the approval of the Board of Governors or the Executive Committee
- (iii) Where there is no organized local bar association, the Board of Governors member representing that district, in conjunction with the Circuit Representative Coordination and Outreach Committee, should nominate candidates, subject to the approval of the Board of Governors or the Executive Committee
- (iv) The Circuit Representative Coordination and Outreach Committee (see Section III(G) below) will make annual recommendations to the Board of Governors or the Executive Committee for all Circuit Representative positions. The Board of Governors or the Executive Committee has the sole discretion to select and appoint Circuit Representatives.

3. Duties and Purpose

- a. Attend YLC Leadership Conference and other local YLC sponsored events
- b. Circuit Representatives should implement, participate or organize at least one YLC program per year
- c. Disseminate YLC-created and approved materials and publicize programs locally
- d. Provide local contacts to local bar leaders and represent YLC at local bar meetings and events
- e. Attend periodic conference calls led by the Circuit Representative Coordinator(s). Topics include organizational updates, brainstorming ideas, tracking progress and sharing information regarding YLC and local bar projects and programs
- f. Attend and give reports during Board of Governor's meetings, if local and if invited by the Board

III. YLC INTERNAL OPERATING FUNCTIONS

- A. Budget and Finance (President Elect)
- B. Grants and Awards (Secretary)
- C. Membership Involvement (one Board Member)
- D. Long Range Planning (Board Members and former Board Members, as needed)
- E. ABA Involvement (one Board Member)
- F. Communication/Webpage (one Board Member)
 - 1. Ensures appropriate communications between YLC leadership and general membership
 - 2. Ensures currency of website content and oversees publication of the Docket Call
- G. Circuit Representative Coordination and Outreach Committee (consists of two to three Board members, including at least one senior Board member)
 - 1. Communicates with local bar associations, and Board of Governors members for districts where no local bar exists, to secure nominations for Circuit Representative positions each summer
 - 2. Communicates with nominees for Circuit Representative positions to ensure interest/commitment
 - 3. Makes recommendations for Circuit Representatives to Board of Governors or Executive Committee each year
 - 4. Communicates regularly with Circuit Representatives, individually and by group, to ensure Circuit Representatives are fulfilling their duties
- H. Programs Committee (consists of two to three Board members, including at least one senior Board member)
 - 1. Regularly and actively reviews existing YLC programs, reviews all incoming program proposals and seeks out new programs that align with YLC:
 - a. Mission
 - b. Budget resources
 - c. Human resources

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- d. Capacity relative to existing programs
2. Makes recommendations to the Board of Governors regarding whether to adopt a new program or sunset an existing program
 - a. Recommendations are presented to Board of Governors for approval
 - b. The Board of Governors has voted to sunset the following programs in 2009 due to completion of goals, inactivity, or lack of current nexus to the YLC's mission:
 - (i) Juvenile Rights Handbook
 - (ii) We the Jury, A View from the Box

IV. YLC PROGRAMS AND COMMISSIONS

- A. Current Service to the Public Programs
 1. Minority Pre Law Conference
 2. Domestic Violence Safety Project
 3. Emergency Legal Services
 4. Community Law Week - No Bills Night
 5. Immigrant Outreach
 6. Mental Health Reform
 7. Oliver Hill/Samuel Tucker Pre-Law Institute
 8. Wills for Heroes
 9. Students Day in Court/at the Capitol
- B. Current Service to the Bar Programs
 1. Celebration Bench Bar Dinner
 2. Docket Call
 3. A&O Ceremony
 4. Annual Meeting
 5. First Day in Practice Seminar

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6. Board Match
 7. Professional Development Conference
 8. Unlock Your Potential
- C. President's Signature Projects
1. The YLC President, at his or her discretion, may create one or more signature project(s) to implement during his or her presidency and tenure as Immediate Past President
 2. The Programs Committee will evaluate the Signature Project after two years
- D. YLC Commissions
1. The Board of Governors establishes Commissions as necessary
 2. Commissions explore needs and opportunities to enhance the YLC's service to the public, service to the bar, and internal operating committee work
 3. One to two Board of Governors serve as Board Liaisons for each Commission, and select Committee Chairs and members as appropriate
 4. Current Commissions include:
 - a. Children and the Law
 - b. Pro Bono
 - c. Women and Minorities in the Law

V. YLC YEARLY DECISION-MAKING GOALS

- A. YLC President or Executive Committee assigns Board members yearly to serve as Board Liaisons for YLC internal operating functions, programs and commissions
- B. YLC President or Executive Committee sets yearly YLC agenda and goals
1. The agenda and goals should be formalized as soon as possible after the Annual Meeting
 2. Board of Governors reviews and comments on agenda
- C. Board of Governors should attempt to fill all Committee Chair and Circuit Representative positions before the date of the Leadership Conference

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- D. Full Board of Governors to meet in person or via telephone conference call before the end of the summer each year