

Being a Columbus Bar Association Board Member

A. CBA Sets Precedent

The Columbus Bar Association was founded in 1869, and now has more than 5,000 members throughout Central Ohio. CBA responsibilities include community service, lawyer discipline, providing continuing legal education, and public education about the law.

1. CBA Structure

The Columbus Bar Association is a non-profit entity, offering a number of member services. Among those which generate revenue are:

- Lawyer Referral Service
- Continuing Legal Education
- Bar Directory

The Columbus Bar Foundation is the Columbus Bar's charitable entity. While CBF exists separate and apart from the CBA, the two work together to develop joint projects, such as:

- Lawyers for Justice
- Pro Bono Services
- Foundation Gala

Columbus Bar Services, Inc., a for-profit subsidiary, is the vehicle through which business unrelated to the Columbus Bar's exempt purpose is conducted.

Activities include:

- Columbus Bar Placement Services
- Columbus lawyer finder
- Sale of mailing lists

CBS also has two subsidiary corporations, under which additional for-profit entities have developed:

- CBS Agency, Inc.
- Ohio Notary Association

B. Role of a Board Member

1. At Large

- Board members represent the entire CBA membership.

2. Meetings

- Meetings are typically scheduled to occur two times per month, at 12:00pm on a Friday. The meetings are open to the membership.

3. Responsibilities

- Set association policy and guide programming
- Oversee and authorize committee activities

4. **Relationship with CBA Staff**
 - Work through the Executive Director
5. **Role of the Executive Director**
 - Manage administrative operations
 - Hire and fire personnel
 - Financial reporting (including expenses, ABA operational surveys, and NABE/NCBP meeting)

C. Board Philosophy on Finances and Special Projects

1. **CLE**

Income represents 12% of the Columbus Bar's 2008 budgeted revenue.
2. **Notary**

Operates under the authority of the Common Pleas Court.
3. **Lawyer Referral Service**

In addition to a registration fee charged to panel members, the CBA assesses a 15% fee on cases referred to panel members.
4. **Columbus Bar Services, Inc.**

This is a wholly-owned, for-profit subsidiary of the Columbus Bar Association, with its own Board of Directors. Among its revenue-raising activities are Columbus Bar Placement Services, Columbus Lawyer finder, and the sale of the CBA mailing list.

CBS is the parent company of The Ohio Notary Association, and CBS Agency. CBS Agency governs the Columbus Bar's insurance program.
5. **Law Office Placement**

Columbus Bar Placement Services operates under Columbus Bar Services, Inc., with a fee of 8% of the annual salary of a permanent placement. Fees for temporary placement of legal secretaries is calculated at \$20.00/day or \$10.00/half-day.
6. **Ethics**

The ethics function of the CBA is carried out almost exclusively through the Ethics Committee. If the CBA has reason to believe there has been a violation of the Code of Professional Responsibility, the CBA will investigate this matter and the Committee, as a whole, will make a decision as to whether prosecution should ensue. Also falling within this function is the Unauthorized Practice of Law Committee and the Grievance Mediation Committee.
7. **ABA House of Delegates**

The CBA has a delegate in the ABA House of Delegates. This year, Sally Bloomfield is the Columbus Bar's representative.