



PRO BONO COMMITTEE AGENDA

Wednesday, June 19, 2024 9:30 a.m. through 11:00 a.m.

Hon. Laurel Isicoff, Judicial Chair
Email: [Laurel M Isicoff@flsb.uscourts.gov](mailto:Laurel_M_Isicoff@flsb.uscourts.gov)

James Moon, Chair
Email: jmoon@melanbudwick.com

Tara Trevorow, First Vice Chair
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Raina Shipman, Second Vice Chair
Email: RShipman@carltonfields.com

Mission Statement -- *To Achieve 100% participation in pro bono services by Business Law Section Members and the other attorneys in their firms*

- I. **Introductions and Welcome** – (James Moon)
- II. **Approval of Minutes from January 10, 2024 Meeting** – (James Moon)
- III. **Executing the Mission Statement** – (James Moon / Tara Trevorow)
 - a. Tracking participation by members
 - i. Mission is to achieve 100% participation – look into ways to track participation. – see if Carly can get the latest statistics
 - ii. Promote FloridaFreeLegalAnswers sign up
- IV. **Committee Membership and Participation** – (James Moon / Tara Trevorow)
 - a. Outreach – Tara Trevorow and Raina Shipman, chairs
 - b. Publications – Judge Isicoff, chair

- i. Judge Isicoff working on new story involving Woody Pollack
- c. Small Business Clinics – Judge Isicoff, chair
 - i. Judge McEwen Small Business Clinic exemplar
- d. Pro Bono Award – Kathy McLeroy and John McDonald, co-chairs
 - i. Award has been ordered by Carly – winner to be announced at judicial liaison dinner at annual convention on Wednesday, June 19, 2024 from 6:00 p.m. to 8:00 p.m.
 - ii. Review of nominations strategy
 - iii. Up and comers recognition?
 - iv. Law Firm recognition? What criteria if we recognize a law firm?
 - v. As other committee heads to remind their committees to nominate someone for the award for next year
- e. Pro Bono Week – *Held in October 2023*
 - i. Mark Stein and Peter Valori sent a video for pro bono week asking attorneys to take a pro bono case
 - 1. Website only shows videos from Judges Williamson, Colton and Isicoff
 - 2. Make sure videos are updated for pro bono week next year
- f. Membership – *Chair needed*

V. Ongoing work and initiatives – (James Moon)

- a. Pro Bono Pledge Campaign Update
 - i. Focus committee heads on this pledge, and get folks to sign up if possible
- b. Florida Pro Bono Matters
 - i. Florida Bar Foundation is now FUNDING FLORIDA LEGAL AID (FFLA). Our website has a link to their pro bono matters, and

interested attorneys can sign up there. There is a search bar that filters cases down by location, matter, type and more

c. Recognition of Pro Bono Heroes in Publications

i. Need to update on website – don't see this on website, need to add

d. "One Promise" Campaign

i. Florida bar videos pushed out asking attorneys to take one pro bono case (see IV(d) supra)

VI. New Business

a. Report from Middle and Northern District to identify legal services on website

i. Legal services that have been on the website will be changed to highlighting a 2 or 3 cases, and then directing attorneys to a link of the rest to keep attorneys from cognitive overload with a big list on the front page.

b. Report on coordination / partnership with Florida Community Development Legal Project to find attorneys willing to provide pro bono services to low to medium income small businesses/entrepreneurs and nonprofit organizations that serve and support low to medium income neighborhoods (see Exhibit A)

Examples of the sort of services required:

- i. Small business formation – choice of entity, incorporation, corporate governance
- ii. Nonprofit formation – incorporation, 501(c)(3) tax exemption, corporate governance, compliance
- iii. General business matters – business contracts and negotiations, financial transactions, employment and independent contractors, intellectual property, licenses
- iv. Real estate – affordable housing projects, conveyances, mortgages, title issues, commercial leases
- v. Education – board training, corporate governance, business negotiations, best practices, compliance
- vi. Legal checkup – no specific legal issue – just general check with lawyer

c. Need to create database of interested attorney volunteers, with contact information and possibly short description of practice areas

d. Potential fundraiser for pro bono funds? Discuss

- e. Discuss whether we need to update our Best Practices for a Firmwide Pro Bono policy.

VII. Adjourn