

2017 - 2018 COMMITTEE DESCRIPTIONS

COMMITTEE ON COOPERATION WITH THE COURTS

This committee, which has both Bench and Bar representation, monitors the rules, practices and procedures of the New Hampshire courts and serves as a conduit for information and discussion about such matters between Association members and other entities within the organization and the profession. The committee may make recommendations to the NHBA Board of Governors regarding the need for appropriate actions, meetings, conferences, studies, surveys or dialogue which will ensure an ongoing cooperative relationship between the Bench and the Bar. The committee's focus may also include work to enhance communication and cooperation with various administrative agencies. Usually meets the third Wednesday of each month, 4:00 p.m. at the Bar Center.

CONTINUING LEGAL EDUCATION (CLE) COMMITTEE

It shall be the duty of this Committee to arrange for and advise on the content of and to facilitate production of lectures, seminars, institutes and other instruction on legal subjects to keep the members of the Association abreast of progress of the law and encourage lawyers to exercise the highest level of professional integrity as Officers of the Court. The Committee shall also assist the Board of Governors in planning the programs at regular meetings of the Association. Usually meets the third Tuesday of each month, 3:30 pm at the Bar Center.

DISPUTE RESOLUTION COMMITTEE

The Dispute Resolution Committee is designed to handle, first on an informal basis, those complaints against attorneys that do not rise to the level of an ethical violation of the Rules of Professional Conduct. Examples of such complaints include those where an attorney is not returning phone calls, is not keeping the client informed as to what is happening with their case, is making excuses why their case is taking so long, will not relinquish a client's file if the attorney has been dismissed, questions and/or disputes involving fees, etc. **Members of this Committee must have NH Court Rule 170 training, or the equivalent.**

ETHICS COMMITTEE

This Committee has three functions. The primary function of the Committee is to render opinions and publish articles to provide guidance to the members of the New Hampshire Bar Association ("Bar") in interpreting the New Hampshire Rules of Professional Conduct. As a secondary function, the Committee proposes amendments to the New Hampshire Rules of Professional Conduct. A tertiary function of the Committee is to respond to Court inquiries, and to comment on or participate in the review of ethical issues of concern to members of the Bar. The Committee usually meets the second Wednesday of each month, 2:30 – 4:30 pm at the Bar Center. *Note: The Ethics Committee should not be confused with the N.H. Supreme Court Attorney Discipline Office (ADO) or Professional Conduct Committee (PCC).*

FINANCE COMMITTEE

This committee shall consist of at least eleven (11) members, the following five (5) members from the Board of Governors: President, President-elect, Vice President, Immediate Past President and Treasurer and six (6) additional Association members. The President-elect will Chair the Committee. It shall be the duty of this Committee to prepare and submit a proposed budget to the Board for each fiscal year. Except by a two-thirds vote of the Board of Governors, no unbudgeted commitment exceeding \$10,000 shall be authorized by the Board until the Finance Committee has vetted the proposal and provides its recommendation to the Board of Governors.

Unless undertaken by the Board of Governors, or a committee thereof, the Finance Committee shall annually oversee an audit of the books and records of the Association, and shall review the financial procedures and policies and make any recommendations deemed appropriate for the improvement of such procedures and policies, including the investment policy approved by the Board of Governors. Generally meets at least monthly February through May.

GENDER EQUALITY COMMITTEE

The committee investigates issues of gender discrimination and equality in the legal profession and in the legal system. The Committee may undertake projects as deemed necessary or appropriate to ensure fair treatment and equality of all members of the legal profession and all participants in the legal system.

LEGISLATION COMMITTEE

This committee carefully and thoroughly monitors legislative developments within the state. The Committee reviews legislation pending before the New Hampshire Legislature to determine if the proposal affects the administration of justice, the composition and operation of the courts, the practice of law or the legal profession. If a pending bill is found to fall within one of these categories, the Committee then determines if the bill is of significant interest to the Bar membership as a whole. The Committee also considers whether there is substantial unanimity within the Bar on any bill under consideration and is expected to exercise circumspection in all its deliberations prior to making any legislative recommendations to the Board of Governors. Committee meetings are usually scheduled weekly at the Bar Center for several months at the start of the Legislative session, and thereafter as necessary.

NEW LAWYERS COMMITTEE

This committee monitors the integration of newly admitted members of the Bar into both the Association and the legal profession and plans meetings, provides materials, and educational and social programs to assist new admittees and make them feel welcome to the Bar Association. It also oversees the operation of the Bar's Mentor Program for new admittees. The New Lawyers Committee is the New Hampshire affiliate of the American Bar Association Young Lawyers Division. The Committee usually meets the last Wednesday of the month, 5:15 - 6:30 pm in Manchester or Concord.