

California Young Lawyers Association
2002-2003 Annual Report
October 2003

I. INTRODUCTION

The California Young Lawyers Association ("CYLA") was formed in 1935 to provide representation for new practitioners throughout the State and is comprised of members of the State Bar of California that are under 36 years of age and/or within their first 5 years of practice. At present, approximately 40% of the active members of the State Bar are CYLA members.

II. MISSION

CYLA represents and advocates the interests and needs of young lawyers, promotes the State Bar and public service, assists in the creation, improvement and coordination of local young lawyer organizations, and provides young lawyer leadership on issues of importance to the State Bar.

III. ACTIVITIES

A. Outreach To New Attorneys

Throughout the year, CYLA introduced new attorneys to the practice of law and the State Bar. CYLA Board members addressed new admittees at swearing-in ceremonies across the State. In addition to providing a speaker for most of the ceremonies, CYLA also has members present to greet new admittees and provide them with new admittee information developed in coordination with the State Bar's Bar Relations Outreach Program. The information includes contact information regarding a number of State Bar services and opportunities.

This year CYLA has made an increased effort to improve outreach to new attorneys through CYLA's web site. The web site offers a cost-effective and efficient means for CYLA to inform young lawyers about CYLA and its activities, provide helpful links to career opportunities and publications, and communicate with its members about the needs of young lawyers.

In late 2003, CYLA will begin providing the *California Bar Journal*, on a regular basis, with articles on issues relevant to young lawyers. The articles will raise awareness of CYLA, provide members useful information, and provide a cost-effective means for the Board to communicate with its members.

CYLA has also begun to bolster the presence and influence of the State Bar on the American Bar Association Young Lawyer Division ("YLD"). In October 2003, Board member Maralee MacDonald attended the YLD conference in Pittsburgh, Pennsylvania. CYLA intends to actively engage the ABA-YLD by filling delegate slots and assuming leadership positions on a national level.

B. Outreach to Law Students

CYLA continues its involvement in the Roger Traynor Moot Court Competition for California law students, currently organized and funded by the Witkin Legal Institute. CYLA assists in conducting the event and historically sponsored an award for outstanding advocacy. Moreover, CYLA Board members addressed law students at several state law schools regarding CYLA, life as a new lawyer and job search strategies.

C. Education and Professional Development

CYLA, with the assistance of State Bar staff and CEB, updated its classic handbook *Opening A Law Office: A Handbook for Starting Your Own Business*. This sixth edition provides guidance on selecting the proper hardware, software and office equipment; office management, timekeeping and billing; effectively marketing legal services; financing a new practice; hiring good employees; obtaining law office insurance; and improving client relations. **To date, publication sales have exceeded the 2002-2003 revenue budget by \$19,500.**

The revised handbook includes checklists of essential procedures and tasks, sample forms, and appendices on building a law library, trust accounts, and further references. The handbook is currently displayed at swearing-in ceremonies and offered for sale on the State Bar website and through the mail. In addition, CYLA and CEB are exploring the potential of developing a new publication focused on practical advice for young lawyers to succeed in the legal profession.

During the past year, CYLA sponsored two MCLE events designed particularly to address areas of interest to newer lawyers. They were *Opening Your Own Law Office* and *Business Valuation*. Both MCLE sessions were well attended. At the 2004 Annual Meeting, CYLA will sponsor at least three MCLE programs addressing such issues as legal ethics and client development.

D. Public Service

CYLA presents the Jack Berman Award of Achievement honoring a young lawyer who has provided outstanding service to the legal profession and public, and dedication to issues of concern to new and young lawyers. This award is particularly important because it not only serves to honor a deserving recipient but also to encourage other newer practitioners to provide pro bono services to the public. This year's recipient was Eric Lifschitz.