



Minnesota  
State Bar  
Association

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# Member Services Guide

2017

# The Practice of Law is Changing. We've Got Your Back.

## An open letter from the MSBA

The Minnesota State Bar Association is your professional association. It exists to bring together Minnesota attorneys and to serve them in meeting their professional goals.

This Member Services Guide is a concise roadmap of the many services you can take advantage of as a member of the MSBA.

The past decade has seen a growing number of challenges to the traditional practice of law—changes rooted in technology, cost pressures, and a changing employment landscape for lawyers. Part of our job at the MSBA is to help you stay ahead of the change curve by offering you the information, tools, strategies, and professional connections that you'll need in order to thrive in this fast-moving legal milieu.

That's why we remain constantly on the outlook for the most timely and relevant member programs and services. Over the past few years, we have added the law office management software provider Clio, the cloud storage provider Citrix ShareFile, the virtual receptionist service Ruby Receptionist as well as the student loan refinancing provider, SoFi.

And of course we continue to provide the essential resources that most members are already familiar with:

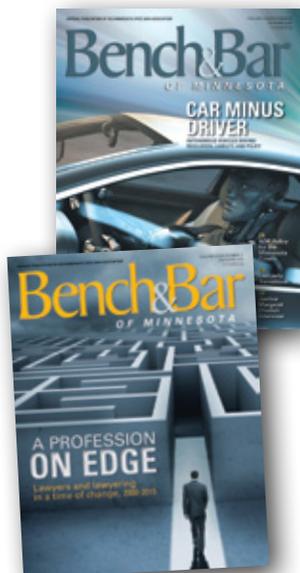
- Fastcase, our free-to-members online legal research tool;
- member discounts on section CLE programs;
- publications like *Bench & Bar of Minnesota*, *Legal News Digest* and section newsletters;
- MSBAdvantage discount programs;
- government/court affairs and Access to Justice programs;
- and practicelaw, our one-stop shop containing electronic practice tools and checklists.

You'll find that if you take advantage of just a few of these services each year, you will more than cover the cost of your annual membership dues.

If you have questions about anything in this guide—or suggestions about how we can better serve you—please do not hesitate to call us at (800) 882-6722 or (612) 333-1183. Our staff is ready and willing to help.

**Tim Groshens**  
Executive Director





## Bench & Bar of Minnesota

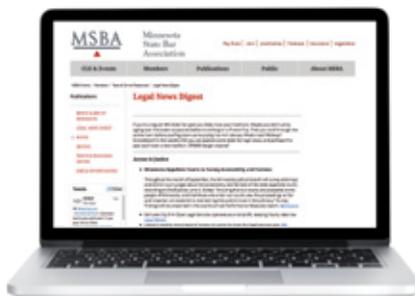
This award-winning professional magazine provides in-depth coverage of issues in substantive law, practice management/marketing, and legal technology as well as updates on case law, legislation and court decisions, news of the MSBA, and other information of interest to Minnesota attorneys. Standing columns cover recent developments in multiple areas of the law, professional responsibility, new books and resources for attorneys, and news of people and events in the Minnesota legal milieu. Articles range from technical analysis of new statutes and trends to practice tips and guidance for litigators and transactional attorneys alike.

## Bench & Bar Online

*Bench & Bar* online includes up-to-date print edition contents, original, digital-only articles, an archive of previously published articles, and classified advertising offering employment opportunities, office space, and other products and services.

## Legal News Digest

A year-round e-newsletter that compiles a week's worth of legal news into a web-based digest with links to newspapers, magazines, websites, blogs and journals worldwide. LND also features CLE opportunities and law-related special events.



## Capitol Connection

A weekly email publication sent to all members during the legislative session and also archived at the MSBA website. It highlights major happenings at the Capitol, tracks the progress of MSBA legislation, and offers updates on bills of interest to attorneys.

## Social Media

The MSBA maintains a presence on several of the most popular social media channels to inform and engage members and the general public on issues affecting the legal profession in Minnesota.

Follow the MSBA on these channels:

Twitter @mnbar

Facebook /minnesotabar

LinkedIn /minnesota-state-bar-association

YouTube /mnbarorg

## Blogs

The MSBA publishes several blogs focusing on topics like legal ethics, small firm issues, and practice resources. Members are encouraged to contribute and comment on posts.

- **Small Firm Soapbox:** Practice management, marketing, legal issues, working in Greater MN, and humor for the solo/small practitioner.
- **practiceblawg:** How to improve efficiency and grow your practice using products and services the MSBA offers.
- **Voices:** A repository of member posts on a variety of subjects.
- **Minnesota Legal Ethics:** A companion to the MSBA eBook *Minnesota Legal Ethics* by William J. Wernz featuring monthly updates and commentary.
- **Federal Tax Committee Updates:** The Federal Taxation Committee of the MSBA's Probate & Trust Law Section monitors and reports on federal legislation and IRS rules that affect the practice of estate planning. Section member and attorney Richard Hawke compiles and drafts these updates.
- **MNblawgs:** A blogroll of Minnesota-based law blogs across many practice areas.
- **Minnesota Land Use Law:** A blog companion to *Minnesota Land Use Law*, a comprehensive resource on Minnesota land use law for Minnesota judges and lawyers newly published by the MSBA. Written by Karen E. Marty, Marty Law Firm LLC.

## Video



The MSBA has made a number of video resources available to members and the general public, including a series of MN Find a Lawyer Video FAQs featuring MSBA members.

Visit the MSBA channel: [youtube.com/mnbarorg](http://youtube.com/mnbarorg)



## MSBA Section CLEs

In addition to being great for networking, MSBA committees and sections sponsor a variety of accredited CLE programs—usually lasting one to three hours. The cost to members is minimal and sometimes free. Typically the courses are taught by industry leaders from around the state and country.

## MSBA On Demand CLE Programming

Fulfill your CLE requirements on your own time. These pre-recorded programs keep you informed and up-to-date on changes in the law. Courses are available for you to watch on demand as your schedule permits and have been approved for CLE credit in Minnesota. Once purchased, you can view them as much as you'd like.

## Section Newsletters and Resources

Many MSBA sections publish specialized email newsletters for their members. In addition, sections offer the following valuable resources:

- Email listservs that help you keep up to date on changes and trends in your area of practice
- Judges' Courtroom Preferences database
- Minnesota Title Standards book
- Time's Up manual of civil statutes of limitation

## MSBA Convention

The MSBA hosts a convention each June at multiple locations throughout the state. The convention brings members together for education, entertainment and networking. Plan now to join your colleagues.

## Minnesota CLE

Minnesota CLE (MCLE) is a subsidiary created by the MSBA to provide high-quality legal education programs to help attorneys improve their professional effectiveness and meet licensing requirements. MSBA members receive a discount of up to 20% on MCLE courses and institutes. MCLE offers seminars throughout the state, webcast programming, hard copy and online Deskbooks, an Online Library of course materials and forms, and other educational resources.

Visit MCLE's website or call (651) 227-8266 or (800) 759-8840 for more information.

**MSBA CLE Calendar:**  
[www.mnbar.org/cle-events](http://www.mnbar.org/cle-events)

## MSBA Sections



continuing legal education  
current | concise | collegial

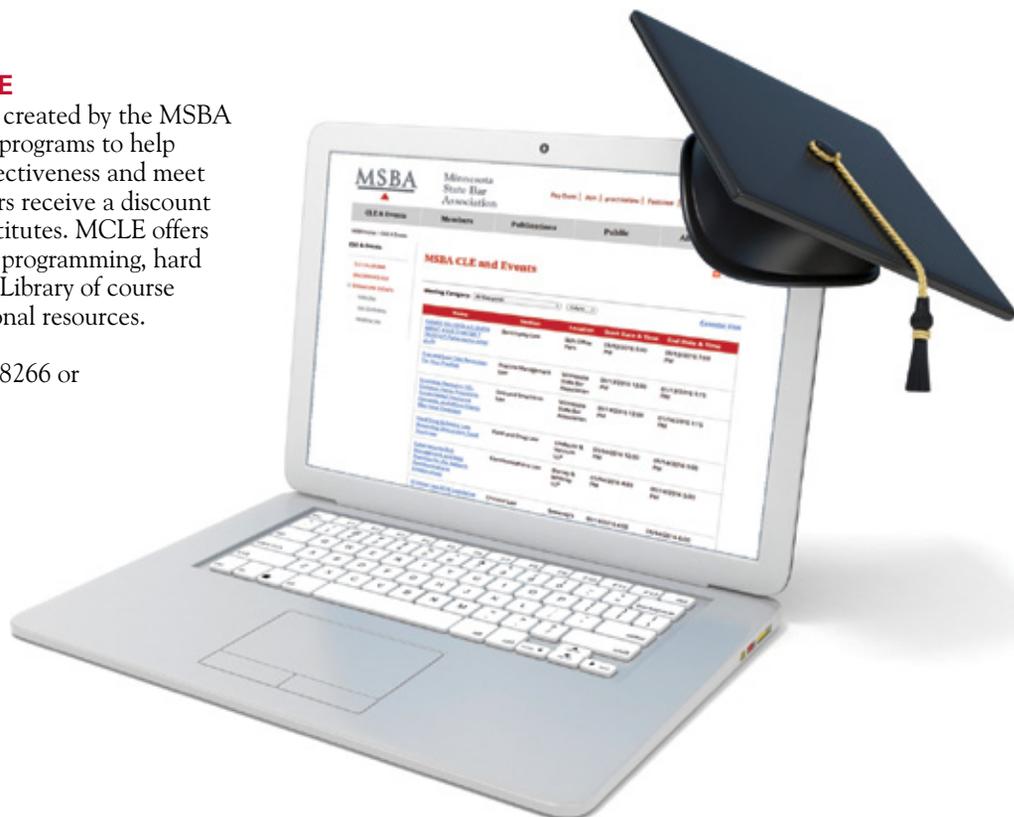


Value of your MSBA membership

YouTube

<https://youtu.be/YzZVev71cNI>

MSBA President Mike Unger spoke on the value of MSBA membership at the 2015 MSBA Convention in Minneapolis.



## Committees and Sections

The opportunity to join and participate in the work of committees and sections is among the most effective and rewarding benefits of membership in the Minnesota State Bar Association. Participating in committees and sections helps you develop and enhance your practice and professional skills; provides you with opportunities to propose and comment on legislation or rules related to the law; gives you the ability to develop lifelong professional relationships; and helps you become a leader in the profession.

## Career/Employment Opportunities

Whether you're an attorney looking to make a change or a firm looking for a qualified legal professional to join your staff, the MSBA's Opportunity Market classifieds section—which appears online as well as in the print edition of *Bench & Bar of Minnesota*—is for you.

## MN Find a Lawyer

If you're looking to reach potential clients and expand your business, the MSBA's public-facing MN Find a Lawyer online directory is for you. This directory's profiles are viewed thousands of times a week, and it's entirely free to MSBA members and to the public. All you have to do is opt in. For best results, a detailed attorney profile that includes a photo and practice area information is suggested.

## MSBA Colleague Directory

The MSBA's exclusive members-only directory is a great place to 1) find experienced member attorneys willing to provide a brief consult or answer your questions; and 2) list yourself or find other members offering contract services, co-counsel opportunities, or referrals.

## Specialist Certification

Since 1987, the Minnesota State Bar Association has been approved as an independent professional organization for certifying lawyers as legal specialists. Through testing, peer review from lawyers and judges, and documentation of experience, the MSBA Legal Specialist Certification Program measures a lawyer's expertise in a specialty area. Although many lawyers limit their practice areas, only lawyers who successfully complete the application process and continue to meet all program standards may call themselves MSBA Board Certified Legal Specialists. Certification is open to both members and nonmembers.

Certification is offered in the following areas:

- Civil Trial Law
- Real Property Law
- Criminal Law
- Labor and Employment Law



Meet the MSBA - Emma Maddy



[https://youtu.be/HLiJl\\_SH-X8](https://youtu.be/HLiJl_SH-X8)

MSBA member Emma Maddy talks about her experience in the New Lawyers Section and the value of section membership in career development.



Meet the MSBA - Chris Head



<https://youtu.be/Sb0xsnvtpJk>

MSBA member Chris Head discusses the importance of complete and polished member profiles in attracting attention and new business.

## Minnesota State Bar Association Certified ▲ Specialist

Fewer than 3% of all registered attorneys in Minnesota are certified specialists in their field.

## Fastcase

Membership in the MSBA provides you with free access to a premier online legal research service, Fastcase. The MSBA joins 28 bar associations, hundreds of law schools, dozens of voluntary bar associations, and scores of corporate legal departments who subscribe to Fastcase, representing more than 800,000 lawyers around the world.



Normally a \$995 per member annual cost, this exclusive, free bar member

benefit provides members with unlimited access to one of the largest law libraries in the world, training webinars and tutorials, and live customer support from members of the Fastcase team.

In addition to its nationwide legal research database, Fastcase's service also includes transactional access to newspaper articles, federal court filings, and legal forms. The member benefit is unlimited – with no restrictions on time or number of transactions, unlimited printing, unlimited reference assistance, and unlimited customer service included for free.

The member benefit also ties to Fastcase's industry-leading mobile apps for iPhone, iPad, and Android devices. Using Fastcase Mobile Sync, users can fully integrate and securely synchronize their favorite documents, favorite jurisdictions, and search history between their desktop version of Fastcase and mobile apps.

Fastcase has pioneered the most innovative legal research tools in the market, with integrated citation analysis tools, "Bad Law Bot," its big data-powered negative citation service, patented data visualization tools, sync with mobile apps, the first legal research apps for iPhone, iPad, Android, and Windows Phone.

## Court Opinions

Keep current with the latest court decisions with CourtOps. This no-cost, MSBA members-only service delivers all published appellate opinions from Minnesota and the U.S. Eighth Circuit courts to you via email within hours after their release.



## mndocs

Generate automated documents quickly and cost-effectively from a library of almost 500 forms in practice areas including business law, adoption, guardianship/conservatorship, criminal, family, probate and real property. The mndocs automation system collects your client information and case-related data, and then generates documents across libraries—eliminating the need to retype the same information many times. mndocs subscriptions are available on an annual or a monthly basis.

## practicelaw

Stay current and connected. The materials in practicelaw represent one of Minnesota's largest collections of resources for lawyers. The members-only site includes legal forms, trust accounting guides, links to statutes and court rules, and Jump Start modules for newer lawyers. All free to MSBA members.

## Practice Resource Center

The MSBA and its partners make a number of resources and reference material (such as articles and guides) available to you at no cost.

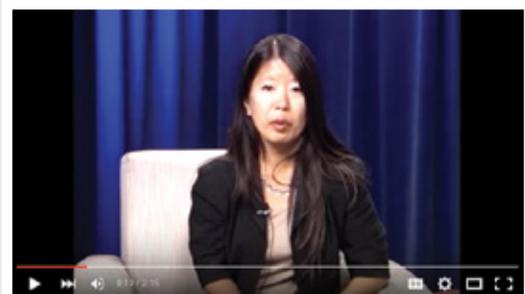
## eBooks

Benefit from the depth and breadth of experience and wisdom evident in Minnesota Legal Ethics, an ebook from William E. Wernz. Authored by one of Minnesota's foremost legal ethics attorneys, the resource explores Minnesota-specific legal ethics (especially the Rules of Professional Conduct) from every angle, including investigation, prosecution, defense, advice, administration, drafting, writing, and teaching.

The MSBA offers a number of other eBooks, including Minnesota Land Use Law by Karen E. Marty, a number of IOLTA accounting guides, and a series of titles on judges' courtroom preferences prepared by the MSBA's Civil Litigation Section.

## Headshot Day

A great professional headshot can be a powerful marketing tool to promote yourself and your business and is an easy way to connect with your clients, potential clients, and colleagues. MSBA Headshot Days—a member appreciation offering held at various locations around the state—are an opportunity for members to have their own professional digital headshot taken. MSBA Headshot Day is offered at no cost to members.

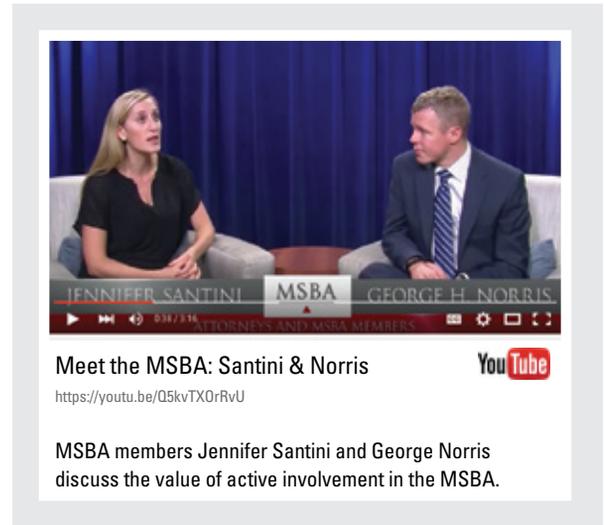


mndocs from the MSBA

<https://youtu.be/bJ44rpsy0Q>



MSBA member Beth Wilberg Barbosa talks about her experience using the mndocs automated document generation system.



## Volunteer and Get Involved

Serve the profession and grow your professional connections: The MSBA offers many opportunities for members to get involved in leadership in the legal community. Opportunities are available for short or longer term commitments.

## Government Relations

The MSBA is the collective voice of the legal profession at the Capitol. Our year-round government relations staff joins with contract lobbyists to advocate vigorously on behalf of our member attorneys and legal professionals. In every budget cycle we work to ensure adequate funding for the courts, public defenders, and civil legal services. We provide technical assistance to legislators and promote attention to issues of interest or concern to the profession. The MSBA promotes an active legislative agenda, working with related stakeholders to advance technically sound, well-grounded policy proposals that reflect our organization's carefully crafted legislative positions. MSBA sections and committees also engage in the legislative process by proposing legislation that is practice-area specific.

## Court Rules

Recognizing that individual members of the profession generally do not have the time to track proposed amendments to court rules, the MSBA takes on this role. We have often filed comments in response to proposed changes and at times petition the court proactively to amend its rules, including the Rules of Professional Conduct. Filing amicus briefs in cases involving important rules is another component of our work. In addition, an MSBA liaison serves on all of the Supreme Court's Advisory Rules Committees.

## Policy Issues

The MSBA keeps its members apprised of emerging trends that affect the legal profession. The Future of Legal Education Task Force and the Challenges to the Practice of Law Task Force issued recommendations in 2015 that are in various stages of implementation.

## Diversity and Inclusion

The MSBA is committed to the principles of diversity and inclusion. We have requested that the Minnesota Supreme Court collect race/ethnicity data on attorneys during annual attorney registration. The MSBA collects demographic data on its own members to determine how best to allocate resources in targeted recruitment and retention. The MSBA also partners with affinity minority bar associations to assist them in carrying out their mission, and provide socially relevant CLE programs.

## Law School Initiative

Law schools have come a long way in helping students develop practice know-how, but the MSBA is still the main place where attorneys learn the core value of connecting with other professionals. The MSBA Law School Initiative (LSI) models the value of professional networking. LSI connects students with practicing attorneys by partnering with MSBA sections and other organizations to build events welcoming the newest members of our professional community. These events include CLEs with volunteer student liaisons, online webinars, and a monthly newsletter that highlights opportunities for writing, publication, section support, and employment.



Join your fellow  
MSBA members in providing  
50 hours of pro bono service annually

### Pro Bono Development

The MSBA is committed to closing the justice gap for low income Minnesotans by connecting members with opportunities to serve legal services clients. Through presentations, trainings, recognition and articles, the MSBA promotes the value and importance of pro bono work, as expressed in Rule 6.1 of the Rules of Professional Conduct. The MSBA also supports [ProJusticeMN.org](http://ProJusticeMN.org) in collaboration with the Legal Services State Support Center and Pro Bono Net. Designed to provide a central online resource for pro bono lawyers, ProJusticeMN provides access to an extensive library of forms and practice materials, news items, an events calendar, a directory of pro bono and legal service providers, and postings of new pro bono opportunities.

### Access to Justice

The MSBA Legal Assistance to the Disadvantaged (LAD) Committee encourages lawyers to participate in local volunteer attorney programs and to support statewide programs providing civil legal assistance to people who would otherwise be unable to afford it. The Committee initiated a statewide CLE campaign on the subject of a civil right to counsel for cases involving basic needs, building off of the 2011 MSBA Civil Gideon Task Force Report. The Civil Right to Counsel Subcommittee is developing a legislative policy proposal to expand that right in Minnesota. The LAD Committee also works with judges from around the state to engage the bench in current issues affecting the disadvantaged.

### Minnesota State Bar Foundation

The Minnesota State Bar Foundation provides grants to law-related programs and activities. Its mission includes support for legal assistance to the disadvantaged, improvements in the administration of justice, law-related education, and public interest legal work. The Bar Foundation is organized as a nonprofit corporation, and its board of directors is selected by the MSBA Assembly. MSBA members are strongly encouraged to provide donations to the Foundation. To download a grant application or donate to the Foundation, visit [mnbar.org](http://mnbar.org). Donations may be made directly to the Minnesota State Bar Foundation or through a check-off on the annual MSBA dues statement. Donations to the Foundation are tax-deductible.

### North Star Lawyer

The Minnesota State Bar Association is proud to recognize members who provide 50 hours or more of pro bono legal services per year as North Star Lawyers. Lawyers who serve the poor without charge should be celebrated. By generously donating their time and talent, they change lives. They help people who otherwise could not afford counsel achieve justice. The Minnesota State Bar Association is tremendously proud of our members who render free legal services to low-income persons. In 2014, over 950 members have been certified as North Star Lawyers, and received public recognition through statewide media.



### Mock Trial

For the past 30 years, the MSBA has coordinated this popular public education program that gives high school students from more than 80 schools (126 teams) across Minnesota an inside look at our legal system. Students work with their teachers and attorney coaches to prepare and argue simulated cases involving contemporary legal issues. More than 600 lawyers and judges volunteer each year to be a part of this experience by serving as coaches or as judges for the competition throughout Minnesota. Some of the lawyers who volunteer to coach teams or judge mock trials today began their mock trial involvement as high school students.



# Member Discounts through MSBAdvantage Partners

[www.mnbar.org/advantage](http://www.mnbar.org/advantage)

MSBA members receive substantial savings on many programs aimed at helping you and your practice. By supporting these partners, you enhance your support of the MSBA.

## AAA of Minneapolis

Save up to \$32 on a Basic AAA membership or if you are already a member, receive a discount at your renewal. Save an average of \$106 using AAA Discounts & Rewards partners; Roadside Assistance that includes tows, battery boosts, open locked car doors; Free identify theft monitoring and insurance discounts, plus so much more. To learn more, contact our dedicated representative Emily Hatcher at (952) 927-2724 or email [ehatcher@aaaminneapolis.com](mailto:ehatcher@aaaminneapolis.com).

## Affinipay – Credit Card Processing

Trust your credit transactions to the only payment solution recommended by over 50 bar associations. Correctly safeguard and separate client funds into trust and operating accounts. Members save up to 25% off credit card processing fees. Call (866) 376-0950 or visit [www.lawpay.com/mnbar](http://www.lawpay.com/mnbar) for more information.

## American Bar Association Publications

MSBA members save 15% on business and legal publications through the ABA Online Store. Choose from a variety of best-selling legal publications, journals, books on tapes and MP3 or podcast downloads.

## ABA Retirement Fund

The ABA Retirement Funds Program provides affordable 401(k) plans with no out-of-pocket expenses exclusively to law firms of all sizes, even solos. The program offers plan design flexibility, a broad range of investment options, full-service administration, and professional fiduciary services. Call (866) 812-3580 for a free consultation.

## Citrix ShareFile

Citrix ShareFile is a cloud-based storage service offering fast, easy and secure file sharing on any device anywhere. This customizable solution provides law firms of all sizes with unlimited storage, instant notification and access to files from any smartphone or tablet with a secure mobile app. Minnesota State Bar Association members receive a 10% discount for life with ShareFile.

## Clio

Clio is the most widely-used cloud-based legal practice management system. Tens of thousands of lawyers use Clio to organize their cases, track time, invoice clients, generate documents, and manage their practice. Clio is the only practice management platform that integrates with other Minnesota State Bar Association member benefits, like Fastcase for legal research. Members of the Minnesota State Bar Association receive an exclusive 10% discount on Clio.

## GoNext – International Travel

Go Next provides MSBA members with high quality, value travel to dynamic destinations around the globe. Call (952) 918-8950 or toll free (800) 842-9023. Don't forget to mention you're an MSBA member.

## Minnesota Lawyers Mutual

The MSBA refers its members exclusively to the Minnesota Lawyers Mutual Insurance Company (MLM) for lawyers' professional liability insurance and useful practice management information. MLM was formed by the MSBA more than 30 years ago, has been dedicated to servicing MSBA members. For more information or call 1-(800) 422-1370.

## MSBAInsure

Secure your family with insurance from Mercer Consumer (formerly Marsh). Affordable discounted insurance plans that include: term life, individual/family medical, small group medical, dental, disability income, business owners' insurance, workers' compensation, employment practices liability insurance, auto/home and long-term care.

## NEW! Ruby Receptionists

Ruby® Receptionists is the only remote receptionist service dedicated to creating personal connections with every caller, making your clients feel special while making you look good. From their offices in Portland, Oregon, Ruby handles all your calls with care—using your custom greeting, transferring calls, taking messages and answering questions about your business—so you can focus on other things and enjoy the peace of mind that your clients will be treated warmly and professionally. Best of all, callers think we work in your office.

Additionally, since you're a member of the Minnesota State Bar Association, you'll receive 5% off of your monthly plan! Simply mention promo code GOPHERS. To get started, call (866) 611-7829 or visit [www.callruby.com/mnbar](http://www.callruby.com/mnbar).

## NEW! SoFi Student Loan Refinancing

MSBA members, family, and friends can receive a \$300 welcome bonus\* upon refinancing their student loans with SoFi. SoFi is the market leader of student loan refinancing and has originated \$12+ billion in loans for over 170,000 borrowers. In order to receive the \$300 welcome bonus\*, applicants MUST apply through the [SoFi.com/MNBar](http://SoFi.com/MNBar) link. SoFi Student Loan Refinancing Features:

- 5, 7, 10, 15, and 20 year terms
- Variable rates as low as 2.24% APR and fixed rates as low as 3.50% APR (with Autopay)
- No origination fees, application fees, or pre-payment penalties
- Fixed and variable rate options
- Consolidation of existing student loans (federal & private) into one monthly payment
- Autopay Discount of 0.25%
- Members, friends & family eligible

For more information on SoFi, feel free to contact Michael Phillips and his dedicated customer service team at [ask@sofi.com](mailto:ask@sofi.com) or 1-(855) 456-7634. Be sure to mention you are part of the MSBA Advantage program.

\*Payment of \$300 will be issued electronically once you become a SoFi borrower; you have submitted a completed application with documents and your loan has been disbursed. Offer good for new customers only.

Disclaimer: Loan consolidation through SoFi may affect your eligibility for federal loan forgiveness programs, including Public Service Loan Forgiveness, as well as certain federal loan protections. You should carefully consider all your repayment options, then decide what best suits your individual situation.