



# SONOMA COUNTY BAR ASSOCIATION

## Instructions and Nomination Form

### 2020 MICHAEL F. O'DONNELL CIVILITY AWARD

The Sonoma County Bar Association (SCBA) invites its members to submit nominations for a member deserving of the Michael F. O'Donnell Civility Award. The Award is intended to honor an attorney who has demonstrated the following characteristics of civility in the practice of law in the past year:

- Showing respect for the courts and court personnel, as well as adversaries.
- Exhibiting professionalism in dealings with clients and adversaries.
- Acting with integrity in the presentation of factual and legal positions.
- Honoring their role as officer of the court.
- Behaving in a courteous manner in all endeavors.
- Accommodating others in a reasonable manner.
- Acting in good faith in dealings with others.
- Discouraging conduct that demeans, hampers or obstructs our system of justice.

### Process

1. Nominations will be solicited each year from SCBA members, by notice in the Monthly Mailer and an e-mail announcement.
2. The At-Large Directors of the SCBA Board will meet to screen the nominations and present 2 or 3 names to the President.
3. The President will invite the Presiding Judge of the Sonoma County Superior Court to weigh in on the narrow list.
4. The SCBA Board will select the award recipient no later than August 31.

### Event

The Michael F. O'Donnell Civility Award will be presented to the attorney selected at the SCBA Pro Bono Lunch in the fall of each year.

The SCBA will create and maintain a plaque with names of the honorees and will post this plaque at the SCBA offices. The SCBA will also prepare an individual plaque for the honoree each year.

The SCBA will develop an article for SCBA Bar Journal regarding the award & the honoree, to be published in the Fall/Winter.

**Return Completed Form on the Next Page by Friday, April 17, 2020**



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### 2020 MICHAEL F. O'DONNELL CIVILITY AWARD

Person Submitting Nomination: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

Name of Nominee: \_\_\_\_\_

Reason for Nomination (use extra pages if needed):

**Return Completed Form Above by Friday, April 17, 2020, to:**

**Amy Jarvis**  
**Seminar & Events Manager**

**By Mail:**  
Sonoma County Bar Association, Attn: Michael F. O'Donnell Civility Award,  
111 Santa Rosa Avenue, Suite 222, Santa Rosa, CA 95404

**By Email:**  
[amy@sonomacountybar.org](mailto:amy@sonomacountybar.org)

**By Fax:**  
(707) 542-1195

**Questions?**  
Call Amy at (707) 542-1190 x17