

**LANE COUNTY BAR ASSOCIATION
BOARD MEETING OCTOBER 2016 MINUTES**

Date and Location: Thursday, October 6, 2016
Hop Valley Brewery – 980 Kruse Way, Springfield, OR 97477
Time: 12:00 p.m. – 1:15 p.m.

Attendance: KC Huffman (President), Erin Gould (President Elect), Natalie Scott (Secretary/Treasurer), Todd Johnston, Honorable Jay McAlpin, Sebastian Tapia, Erin Fennerty, Emily Farrell // Absent Board members: Debra Velure

1. President's Report. (K.C.)

1.1. No report. (K.C.) *KC thanked those in attendance for last minute rescheduling of meeting and Springfield location. Noted Erin Fennerty's email previously rejecting but is fixed now and can receive Board emails.*

2. Approval of Minutes. *Approve past minutes. (Erin/Natalie) Natalie reported on status of approval of prior minutes. Sought approval of August 2016 and September 2016 minutes. Erin F. moved and Sebastian seconded. All present (Erin Gould not yet present) in favor of approving and posting to website. Natalie to circulate May 2016 minutes and Erin Gould to follow-up regarding June 2016 minutes.*

3. Secretary / Treasurer's Report. (Natalie/Erin)

3.1. Brief status of finances. *Membership is drastically down per e-mail from Natalie to the Board prior to meeting but still may be result of new website and timing. Natalie to have Mari send more reminder e-mails and check in next month. Discussion regarding various lists to use to compare and try direct contact campaign for membership. Discussed various points below.*

4. Old Business.

4.1. Website update – how's it going? (Natalie) *Board decided not to do online two-tier (member v. nonmember pricing) per Figoli Quinn proposal obtained at Natalie's request. Sebastian commented regarding option that wouldn't allow online registration unless you are a member. Sebastian and Natalie, as ongoing tech committee (website monitoring), will follow-up on that, adding Event photos, and adding CLE content to the LCBA website and present proposal from Figoli Quinn to Board next month. Board consensus that appropriate to formally thank Figoli Quinn through Bar News blurb and to allow them to use LCBA site as a sample in their portfolio. Natalie to draft Bar News thank you blurb.*

4.2. Membership/Recruitment Subcommittee (Deb/Todd) *As noted, discussion above during Secretary/Treasurer report regarding options, incentives, and follow-up. Todd to follow-up with Jone (LCBA bookkeeper) regarding past year's lists and possible invoicing of non-renewing members. Natalie to e-mail Todd and Jone regarding Jone's invoice format as a possible option.*

4.2.1. Membership Pricing for Events Final Decision: *Discussion re: members are only allowed to register online, then effectively non-members will only be able to pay "at the door" for the higher price. Board consensus to try online advance registration for \$16 for lunches, close online registration, and "at the door" price of \$20. KC moved to approve this process, Emily seconded and all present voted in favor. Natalie to communicate with Mari and Program chairs re: follow-up, email blasts and website information update about lunches and pricing.*

4.2.2. How to handle payment that isn't done on-line ahead of time beginning in Nov. (K.C.) *See above.*

- 4.3. Monthly LCBA lunch location – Review of Shedd Contract (K.C.) *Did not present/review the contract at this time. KC to review and forward recommendations to Board.*
- 4.4. Location of Checking Account. (Natalie) *Deferred to later meeting.*
- 4.5. October CEJ Meeting (K.C.) *KC encouraged attendance and promotion of the event.*
- 4.6. October 12th OSB President Rey Heysell is coming to Lane County should make a showing for him (K.C.) *KC encouraged attendance at the event. Natalie noted that if photos taken, could be added to website.*
- 4.7. Blast Email Policy (All) *Extensive discussion was had regarding requests officers and Program chairs have received to advertise events by email blasts to LCBA. Continuing concern with e-mail fatigue and not over-doing LCBA emails. Often, events cannot make the Bar News deadline, which only comes out monthly. Discussion was had regarding what groups, other than LCBA and LCBA committees should automatically be posted to website and/or included in an email blast. Natalie suggested a separate listserv like the Oregon State Bar maintains for discussion/posts but may be administrative headache to maintain and supervise. Emily suggested a weekly events email to address this issue. Board consensus was excellent idea. Natalie to draft written policy and to follow-up with Mari and implement a weekly e-mail. Erin Fennerty to be point of contact to decide whether item is appropriate and can go to membership. General consensus that LCBA, Lane County state and federal court, and UO groups and events should always be promoted to LCBA members.*
- 4.8. Insurance for board (Natalie/Erin) *Natalie to follow-up with Erin Fennerty.*
- 4.9. Board Liaison status (All) *Jay inquired regarding how hard to push LCBA membership to the committees. KC suggested attend a meeting for committee and bring membership forms. Discussion was had about LCBA benefits vs. committee/section benefits/events and balancing those interests. Erin Fennerty and Sebastian switched liaison so that Sebastian will be Federal Courts liaison and Erin Fennerty will be Family Law and reach out to some folks re: chairing and re-activating the committee. Natalie to communicate updates to Mari for website re: committees, chairs, and Board liaison change. Natalie to be Lawyer-Parent committee liaison.*
5. New Business.
 - 5.1. Ducks Basketball game possibility. *KC approached about possible event and timing (November v. January/February timeframe). Board consensus that great idea and KC to follow-up. KC discussed additional follow-up about a possible retired judges panel as a lunch event.*
 - 5.2. Holiday Party date (normally been on a Wednesday but doesn't have to be) Dec. 7th (Wed.) 8th (Thur.). *Last year's budget for VRI was approx. \$4,000. What to spend this year? Board approved spending commensurate with prior year and discussed venues generally. Program Chairs to follow-up and present proposals.*
 - 5.3. Oct. 20th is LCBA Lunch re: IP; Nov. 10th (State of the Courts and New Admittees/30-40-50 recognition) *Erin and Jay volunteered to work on 30-40-50 year certificates and organizing ahead of lunch to contact and invite honorees.*
6. Good of the Order. *Sebastian raised issue of dormant library committee and noted that 5 people are needed to vote on improvements. Suggested possible partnership with different section such as Criminal or Family Law. Noted currently listed Family Law chairs aren't LCBA members and don't want to do it (as noted above Erin Fennerty to follow-up).*
7. Adjourn - Next Board Meeting. November 6, 2016 at a time and location TBD.