

## LANE COUNTY BAR ASSOCIATION BOARD MEETING MINUTES

**Date and Location:** May 9, 2017; Whole Foods

**Present:** Emily F., K. C. Huffman (president), Erin G., (president-elect), Judge McAlpin, Sebastian and Todd.

### 1. President's Report

K. C. concisely stated that there was no president's report.

### 2. Approval of Minutes

The March minutes were received and reviewed. Sebastian moved to approve and Emily seconded, followed by a unanimous vote.

### 3. Secretary/Treasurer's Report

None. All present acknowledged the receipt of financials followed by some discussion of financial issues outlined below.

### 4. Old Business

4.2 Follow up on outside financial audit firm: Sebastian reported on the receipt of bids from three different accounting firms for work related to (1) financial statement review, (2) financial statement audit and (3) an internal control study. Two of the three accounting firms recommended holding off on a financial statement audit for now and a discussion of the different levels of review followed. K. C. moved to engage Jones & Roth to perform an internal control study. Emily seconded and the Board voted unanimously in favor. Sebastian will contact Carrie Young to engage Jones & Roth to complete the work.

4.3 LCBA Board retreat: Discussion took place relating to the scheduling of a retreat in light of upcoming elections to the Board and executive committee. The date will likely be set for a date in the fall or later.

### 5. New Business

5.1 Sign up for Spring Bash/other details: The Board discussed various payment methods that were available, table discounts and awards. Sebastian will follow up on details surrounding the pro bono award and report to Erin on whether the award will be made this year or not.

5.2 Update on nominations: The Board is in need of two to three board members and two executive positions. Discussion took place of potential candidates that K. C. accounted for. K. C. will meet with several judges in the next week and circulate a list/slate of potential

candidates for the Board's review. K. C. will follow up with program chairs to organize and plan for the election.

5.3 Wills for Heroes: The Board discussed a group/program entitled "Wills for Heroes" that contacted K. C. and requested the Board's assistance in organizing an affiliate in Lane County. In general, the group provides wills and estate planning services for qualified first responders. K. C. will follow up with "Wills for Heroes" to determine precisely what role the Board would serve and what is being asked.

## **6. Good of the Order**

The Board discussed the fact that turn out at the April LCBA meeting was generally good. The next Board meeting will be June 8<sup>th</sup> at Whole Foods. The next LCBA meeting is June 15<sup>th</sup>.

### **Corrected Chronological Order of Expiration:**

2017 K. C., Natalie, Deb and Erin G.

2018 Emily, Todd and Jay

2019 Erin F. and Sebastian