

**LANE COUNTY BAR ASSOCIATION  
BOARD MEETING MINUTES**

**Date and Location:** Thursday, January 18, 2018  
The DAC Ax Billy Grille

**Time:** 12:00 p.m. – 1:15 p.m.

*Attendance: Erin Gould (President), Todd Johnston (President-Elect), Emily Farrell (Secretary/Treasurer), Erin Fennerty, Sebastian Tapia, Hal Neth*

*Absent: Amanda Husted, Brad Litchfield, Jay McAlpin*

1. President's Report. (Erin G.) - 5 minutes

1.1 Holiday Party Recap

*There were not drink tickets, and the Hilton had messed that up...they had promised drink tickets, but then it became an open bar, which put us over budget by \$2000+ dollars. They are accepting it as their mistake, but the way they have offered to fix it is to host our cocktail hour/reception at the spring bash. They were hounding us for the payment, after the discussion...they called 3-4 times a day to get the credit card processed. They were not set up to take cash at all.*

*Sebastian recommended that we bring our own tickets and have cash bar that we pay the number of tickets... Define terms of what value, cap on the number of individuals, tie them down to their commitment.*

*Erin F. requested we receive confirmation for what it would mean for them to host our reception. Let's negotiate the best deal possible to negotiate a credit or offset for Spring Bash.*

*Discussion around Venue 52 for Spring Bash, which is in May, but the board recommends stay with the Hilton and try to negotiate a better deal. Consider Wednesday, May 16<sup>th</sup> as Spring Bash Date. Next meeting to start talking about award nominations so that we have a couple of months to get nominations out.*

*Sebastian proposes to send out direct solicitation to previous board members and previous recipients for awardees.*

1.2 Board meeting schedule and location

*Next Board meeting the 1<sup>5th</sup> of February. Brad Litchfield's conference room (Hutchinson Cox). Go back to meeting at March 1<sup>st</sup>.*

2. Approval of Minutes. Approve prior month(s) minutes. (Emily)

*Sebastian Move, Hal 2<sup>Nd</sup>, Motion Carries*

3. Secretary / Treasurer's Report. (Emily, Erin)

3.1 Brief status of finances and membership

*One thing Erin G. noticed is that with the year end report, we have spent a lot more money between December 2016 through now. Questions: Expenses show that bar lunches are costing us \$2,200.00. Perhaps this is because this is the expense, but we should have corresponding income...looks like we have been paying. We are paying for website consistently now, so there are more expenditures to note.*

*Emily & Erin F. recommend not sending out invoices for this year, but send them out in July 1 each year.*

*Hal mentioned that it was difficult to determine based on the receipts, whether an individual has registered for membership.*

*Sebastian noted that we still have not done financial audit. We are ready to meet with President and Secretary to discuss her process.*

*It would be nice to have a way to check on the website to see if we have registered for the bar.*

4. Old Business.

4.1 Monthly luncheon locations

4.2 Programing update

*February: Feb. 18<sup>th</sup>; Hal to check with Julie Gentile-Arbhurst*

*March: March 8<sup>th</sup>; Supreme Court Visit to Law School*

*April Lunch: April 11<sup>th</sup>; Attorney General is available to speak to the group in April, however, our monthly meeting would be on the 12<sup>th</sup>...she has an event at the law school that day, her office would like to have us have our lunch on Wednesday the 11<sup>th</sup>. April lunch is Attorney General Rosenblum, on the 11<sup>th</sup>.*

*May: Federal Combined Lunch*

*No information from Program Chairs about a new venue for the lunches. Take a look at Federal Courthouse as venue.*

4.3 Newsletter overhaul plan

5. New Business.

5.1 Executive team substitution

*Emily F. has requested to step down from position as Secretary/Treasurer for family medical reasons; will remain on the board in the interim.*

*Todd move to approve, Hal approve, motion carries. Effective next meeting, Sebastian will take over Secretary/Treasurer duties.*

*Impact, this will mean that Emily's term will end in June 2018. Emily will need to run for re-election for a new 3-year term.*

5.2 2018 Ems Game

5.3 Spring Bash planning

**Tasks for this month:**

1. Hal to get OSB list of all Lane County lawyers effective May 1<sup>st</sup>, to send to Jone for invoicing; Have Jone queue up the invoices to go out on July 1 to every Lane County Bar attorney.
2. \*\*\*\*Brad to add to master calendar to follow up on getting list in May, getting list to Jone in June, and in July get invoices out.
3. Mari to send out a blast with all of the events for the rest of the year.
4. Emily to request full YTD comparison from Jone for the year 2016 and year 2017. Ask Jone if we have been filing annual tax returns each year for the LCBA.
  - a. Emily to also check on Myemma system to see what options are available.
5. Erin G. to check in with Jone about whether we have sent out invoices in the Fall. Send invoice to say you have received membership benefits for the year of July 2017 through June 2018, and new membership dues will come due on July 1, 2018.
6. Todd to explore Federal Courthouse as a potential venue for our monthly meetings, as well as possibility of having April meeting at the Federal Court for the AG's presentation.

6. Good of the Order

*Please forward that there is a vacancy for Magistrate Judge position at Federal Courthouse, this position is by appointment, they are looking for applicants.*

*Discuss idea to plan out programming for the year in June s that we can send out update to LCBA membership with the invoices to show what we have coming up.*

7. Adjourn - Next Board Meeting. February 15th, 2018 at Hutchinson Cox Conference Room.