



Lane County Bar Association  
PO Box 11379  
Eugene, Oregon 97440

## **BOARD MEETING MINUTES**

April 2, 2020

Online Meeting – By Conference Call

In Attendance: Sebastian Tapia – President; Erin Fennerty - President-Elect; Brad Litchfield - Secretary/Treasurer; Amanda Husted, Hal Neth, Alexandra Hilsher, Raquel Hecht and Felipe Alonso III.

Absent: Hon. Curtis Conover

Call to Order: The meeting was called to order by Tapia and 12:06 p.m. by online conference call.

Approval of Minutes: Minutes from the prior Board meetings were circulated and reviewed.

*There were discussions about necessary corrections for the prior meeting minutes and the minutes were requested to be modified and revised minutes presented at the next regular meeting as discussed below.*

1. President's Report:

- a. *Review of Upcoming Events.* Sebastian discussed how all remaining events this year are likely to be canceled and Sebastian sought Board input on how to deal with the issue. While there are no refunds that have been received from the Graduate, that is likely to occur once we formally cancel. There was a general discussion about possible date change for the Spring Bash, to push it to sometime in July, and the Board decided to table the issue for future discussion once the ongoing effects of the pandemic situation and how it will affect future events is better understood.

2. President-Elect's Report:

- a. *Prior Meeting Minute Review and Approval.* There were several errors in the March 2020 minutes. February minutes were reviewed and approved by the Board.

3. Secretary/Treasurer's Report:

a. *Financial Review.*

- i. Secretary Treasurer reviewed generally the financial picture of the LCBA and that there is little change this month in the overall financial picture, as new memberships are minimal this time of year.
- ii. There was questions about the refunds for canceled events and the costs of Stripe charges (credit card processing fees) for such cancelations. The Board discussed how the convenience of online registration is outweighed by the costs associated with the online purchases.

- b. *Spring Bash Awards.* The Board discussed proceeding with the 2020 Spring Bash Awards (Professionalism and for Pro Bono Service). Considering how the Spring Bash is likely to be postponed, the Board decided to review and consider this at the next meeting. There was a general discussion of a potential cancelation of the award, but also how the awards could be done remotely with a follow up presentation later. The Board decided that we would move forward assuming that we would be doing these awards, but would figure out at a later date how to honor the recipients.
- c. *Upcoming LCBA Elections:* Brad discussed the candidates that he has received email requests about serving on the Board for 2020/21 and provided that list of candidates to the Board. Both Ali and Amanda had expressed interest in the position of Secretary and Felipe had expressed interest in the position of Treasurer, as the positions now have been divided by amendments to the LCBA Bylaws. All agreed that current Covid-19 concerns require voting to occur electronically. Erin confirmed that that the bylaws do not prohibit voting electronically. Sebastian has agreed to coordinate the voting process using online polling websites, and confirmed that he would ensure that voting only occurs by current LCBA members. The Board generally discussed timing and Sebastian agreed to get the proposed ballot circulated for review within the next couple weeks.
- d. *Request by James Cleavenger for LCBA-Sponsored Debates.* Brad confirmed that James Cleavenger reached out to the LCBA Board to see if the LCBA would be willing to host debates between he and Patty Perlow, as candidates for the Lane County District Attorney position that is up for election in May. Brad mentioned his views that the LCBA Board tries not to get involved in political issues, though Sebastian mentioned that in past contested elections, there has been an opportunity for candidates to introduce themselves at a LCBA lunch meeting. There was a general discussion about how this is a matter that is not of interest to the Board, especially as the request is late in the process. No vote occurred on whether the Board would proceed with this issue, but Brad agreed to email James.
- e. *LCBA Credit Card.* Brad discussed how the LCBA does not have a credit card and how it creates additional work for the accountant, program committee and the Treasurer. In the ensuing discussion, the Board generally supported the efficiencies a properly-managed credit card would bring with proper financial review policies in place. Sebastian and Erin both discussed whether a LCBA card would merit a review of our financial policies and the discussion generally moved toward having the Treasurer review the statements on a monthly basis, as opposed to allowing our accounting staff singular oversight. Erin Fennerty moved to approve securing a LCBA credit card with a \$500 credit limit. A friendly amendment by Felipe suggested that the credit limit be raised to \$2,000 as \$500 was a restrictive amount that might not accomplish the purposes of securing the card. Erin amended her motion and it was seconded by Raquel. The motion passed unanimously. Brad agreed to move forward and contact Columbia Bank for the application and to check in with Suzanne on the matter.

4. Old Business:

- a. *Limited Scope Representations.* Raquel discussed how this matter had been briefly reviewed last month and we had been requested to approve \$100 for the Pro Bono Committee for support of this program's goals. Raquel confirmed that things are moving forward with the

assistance of Judge Vogt and Judith Moman the Pro Bono subcommittee chair. Brad moved that we allocate \$100 for the Pro Bono Committee CLE relating to limited scope representations. Hal Seconded the motion and it passed unanimously. Raquel was requested to get information on when funds were needed to the Treasurer, as the meeting is not currently scheduled due to Covid-19.

- b. *Nominations for LCBA Professionalism and Pro Bono Awards* – Consistent with prior discussion, Sebastian agreed to prepare the request and attend to preparing the email to go to the membership relating to these awards.
- c. *Subcommittee Chair Resignation and Disbanding of Federal Bar Committee*. Brad noted that he had been in communication with John Melgren who has submitted his resignation as the chair of this subcommittee, as it has not been active. Sebastian noted that he was the liaison on this subcommittee and it has not been independently active, as the Federal Bar Association has taken over many of the roles that this subcommittee would have normally handled. Hal moved that his subcommittee be disbanded and Sebastian seconded the motion, which was approved unanimously. Brad would email Mari to have it taken off the LCBA website.

Good of the Order: Raquel asked whether we should be doing a letter to members who have not renewed LCBA memberships on behalf of the Board. This matter was discussed briefly and tabled by the Board for future consideration, especially as we are late in the LCBA fiscal year. The Board agreed to consider it later this year as we get close to the new LCBA fiscal year.

Adjourn: The meeting was adjourned at approximately 1:05PM

s/E. Bradley Litchfield  
E. Bradley Litchfield, Secretary/Treasurer

April 5, 2020  
Date