



Lane County Bar Association  
PO Box 11379  
Eugene, Oregon 97440

## BOARD MEETING MINUTES

July 2, 2020

Board Meeting

Electronic Meeting via Zoom

In attendance: Erin Fennerty, President; Felipe Alonso III, Treasure; Amanda Husted, Secretary; Alexandra Hilsher, Raquel Hecht, Elliott Farren, Brook Reinhard, Hon. Curtis Conover, Jino Hwang

Absent: Brad Litchfield

Call to Order: The meeting was called to order by Fennerty at 12:06 p.m.

Approval of Minutes: June 2020 meeting Minutes, Husted notes striking “Treasure” after her name in paragraph 3(a). Farren moves to approve June 2020 meeting. Reinhard seconds, Hilsher abstains. Board approves minutes with correction.

1. President’s Report: No President’s report. Fennerty defers to New Business for updates. Moves directly to Secretary Report.
2. Secretary’s Report:
  - a. Husted has no Secretary’s Report.
  - b. Fennerty notes Alonso should follow up with bookkeeper regarding filing tax-exempt return with IRS as a Treasure duty.
  - c. Husted to follow up with Litchfield regarding renewing board’s corporate filing with State of Oregon.
3. Treasurer’s Report:
  - a. Alonso reports he received yearly financials yesterday. Very few outliers happening because we are not having events where money is going out.
  - b. Received a check to renew board insurance. Fennerty cc:ed on check.
  - c. Alonso asks for board input on what Board want to hear re: financials.

- d. Not a huge difference in membership numbers compared to this time last year.
- e. Alonso reports about \$1000 more in the bank than last year. Alonso believes this unusual based on prior years having losses. Former President Tapia made some cost saving measures that impacted numbers. Fennerty noted expenses down last year because of no pictorial directory costs and not having last few lunches. Fennerty presumes Board wouldn't have had loss even with all the lunches because of the purchase of PA system and saving the rental cost each month. Fennerty notes the LCBA still has deposit on file with Ems for the spring social.
- f. Reinhard notes accounting services are a large expense based on our revenue and asks if that is because of a fixed cost. Fennerty notes accounting costs are lower than last year but higher than previous years. Fennerty explains that a former bookkeeper with lower rates retired and new person was hired at a higher cost. Bookkeeper also takes on tasks for Board such as checking the mail, writing and delivering checks, and handles correspondence between the bookkeeper and the website person. Fennerty notes these would be additional personnel costs.
- g. Reinhard asks Alonso to clarify what input he is looking for from board. Alonso clarifies is looking for input on what the Board would like him to focus on in his report such as membership numbers or lunch losses, Alonso asks for ongoing input. Reinhard suggests an Excel spreadsheet for easier viewing.

#### 4. Old Business:

- a. Fennerty begins with where the Board left off at the programming meeting. Hwang following up on technology and ethics for September CLE. Hwang spoke with previous technology CLE presenter Julie Armbrust. Litchfield sent him a PDF of her prior CLE. Hwang then suggested another possible technology CLE presenter available through the PLF which would also include ethics. Zoom meeting ethics would be included. Hwang reports can customize for additional items. Hwang believes the CLE is free of charge from PLF and will follow up on cost. Hecht inquires if Zoom ethics is the only topic available. Hwang will send Board CLE information. Reinhard suggests digital retention of client property as a topic. Farren suggests issues surrounding submitting exhibits and confidentiality issues as a topic. Hecht suggests the ethics around pictures from clients.
- b. Fennerty reports Judge Kasubhai has made a request to present an unconscious bias CLE. Fennerty explains that joint state/federal committee created video on this subject. Kasubhai willing to do a CLE lunch presentation to the bar if we are interested. Request was made by the Lane County Circuit Court to send out an email blast that videos are available on circuit court website. Hilsher suggest its worth a discussion to see if we can fit Judge Kasubhai CLE into programming. Fennerty summarizes programming schedule. Fennerty suggests we could bump child abuse CLE to 2021 or to December. Also no lunch planned in August. Hilsher supports adding lunch in August or December. Also notes we can have two in one month since lunches are virtual. Hilsher notes bias is

- relevant issue right now. Conover suggests we pause to discuss instead of adding or replacing a schedule we have already set out. Notes the videos will be available online and an email blast will go out. Fennerty notes we do not have a confirmed elder abuse speaker for the November CLE yet. Fennerty will follow up to see if they are even available. If they are not available, then there is a spot in the calendar.
- c. Litchfield absent and not available to give update on Ems Game. Erin received email a few weeks ago about limited games available but just found out cancelling games. Husted has concerns re: liability of timeliness of planning any other kind of in person event. Hilsher notes we owe bar members another programming option. Reinhard confirms all minor league baseball cancelled. Reinhard notes bias is a timely presentation and perfect for August. Hecht notes with people not travelling a good time for programming. Fennerty asks if Board consensus to reach out to Judge Kasubhai to see if available for August presentation remotely.
  - d. Fennerty initiated discussion about options for conducting the monthly luncheons remotely. Zoom business subscription increases available participants from 100 to 300. Hecht asks if we think there will be more than 100 people because lunches usually under 100. Fennerty notes attendance may increase because free but may decrease because remote. Reinhard notes Zoom business membership is 5 dollars more for the additional participants. Alonso asks if we have talked about if we will do the Zoom similar to in person lunches with Fennerty monitoring. Farren notes Zoom has different levels of control, hosts can mute participants, etc.
  - e. Follow up on notification of Spring Award winners from Fennerty, Conover & Hecht. Recipients notification verified.

5. New Business:

- a. Fennerty notes that the Board needs to appointment members and call up the JARC given Judge Merten's retirement. Husted steps out for JARC discussions. Alonso takes notes in her absence. Fennerty explains what the JARC is and the composition of the members. Consists of the LCBA President and 8 other members. The goal is to have members from various practice areas. At the present there are only four JARC members who are still within in their term and their term expires August 31, 2020: Matthew Longtin, Meredith Holley, Frank Gibson, and Maura Roberts. Board suggests names to fill rest of JARC. Board agrees to contact: Greg Gill, Marie Desmond, Katie Green, and Karen Stenard.
- b. July virtual meeting re: Court operations and COVID-19. Fennerty indicates Judge Vogt wants to connect virtually with the bar. Conover explains Judge Vogt will be providing information about COVID operations and new orders being released. Ideally to be announced beforehand and people can ask questions beforehand. Erin will follow up on this.

- c. Invoices for new membership year discussed. Fennerty notes paper invoices have worked well in past. Would like to continue with that practice and there are costs associated with mailing of around \$600.00. Fennerty notes paper invoices have been successful. Hilsher notes that maybe membership not getting mail right now. Hecht suggests seeing who signs up after an email announcement and then follow up with mail. Fennerty explains that emails only go to current membership and not nonmembers. Husted supports continuing mailing and notes that those who like paper are tracking their mail right now. Fennerty notes try to send out in July. Hilsher will follow up re: if someone at her office can handle staffing like in the past. Alonso discusses diversity survey in the mailing to look at composition of the bar.
- d. Appointing new Committee Liaisons tabled until next meeting.
- e. There was a request for a book release announcement in Bar Bulletin and Litchfield to present information. Litchfield absent. Fennerty notes too late for this bar bulletin and tabled until next meeting.

Good of the Order: Do we need Zoom subscription? Own business Zoom? Hilsher will follow up to see if her firm has business subscription. Alonso will follow up with Litchfield re: credit card. Notes will have to physically go sign for credit card.

Adjourn: Adjourned 1:24. Next meeting August 13.

/s/ Amanda S. Husted

Dated: August 13, 2020

Amanda S. Husted, Secretary