



Lane County Bar Association
PO Box 11379
Eugene, Oregon 97440

BOARD MEETING AGENDA

December 1, 2022

Remote Via Zoom

Start Time: 12:06

A. Call to Order and Welcome

- a. Members Present – Felipe Alonso III, Jennifer Hisey (acting as temporary Secretary), Jino Hwang, Shane Davis, Esack Grueskin, Amanda Husted, Elizabeth Stubbs, Brook Reinhard.

B. Secretary Report:

1. Approval of November 2022 Minutes (Amanda)
 - a. Minutes approved unanimously.

C. Treasurer's Report (Jino)

- a. Review the closure of current bookkeeper as of February 2023. Current bookkeeper has committed to email their recommendations for a new bookkeeper on or before December 25. In addition, on or before February 2023 they will create a "baton transfer" memo to facilitate transfer to the new bookkeeper.
- b. Continuing effort to modernize
- c. October financials were sent via email. Open for questions.
 - i. Question regarding current membership levels compared to past years. Jino will investigate and report back via email.
- d. Felipe has agreed to take on the role of finalizing the credit card for the board.
- e. Re-invitation to join the Records Modernization Committee. Jino requested assistance from any clerks or interns for a scanning project. Email Jino if someone is interested.

D. Old Business

- a. Holiday party
 - i. Additional volunteers not needed, Ninkasi very easy to work with.
 - ii. Contract was distributed via email and proposal for holiday party expenses was approved via email. Opened for questions.
 - iii. Amanda will sign the contract.
 - iv. Plan is for approximately 100 guests.
 - v. Felipe will potentially introduce the LCBA fellows at the party.
 - vi. Music will be generic holiday music via Spotify.
 - vii. Holiday party link is live.
 - viii. Save the dates have been emailed a couple times and will be emailed a few more times prior to the party.

- ix. Motion to charge \$20/25 pre-register for member/non-members and \$25/30 for members/non-members at the door. Brook motioned, Jinoo seconded, motion passed unanimously.
- b. LCBA Lunches:
 - i. January – State of the Courts – confirmed with Judge McAlpin, at Federal Courthouse, still need a caterer.
 - ii. February – Jinoo’s speaker, Joseph Novello re: Accounting/Finance for Lawyers, confirmed, Zoom
 - iii. March – Supreme Court Luncheon, in person at the Law School
 - iv. April – Confirmed speaker, “Access to Justice” credit, in-person at the Federal Courthouse.
 - v. May – Spring Bash and awards, need to find and book a venue.
 - vi. Beginning of summer – Eugene Emeralds game
- c. Caterers:
 - i. Amanda needs ideas about caterers for lunches.
 - 1. Brook – Falling Sky is a good option. Brook will email Amanda his contact.
- d. JARC and Pro Tem Applications
 - i. Deadline is December 5. Elliott reported to Amanda that he has received one application.
 - ii. Decision to hold interviews will be left to the JARC.
 - iii. Need one more person to join the JARC. John Kim is leaving, he filled the role of a Juvenile Delinquency practitioner. Amanda will ask practitioners on the Juvenile panel as she is also a member and she will report at the next board meeting.
- e. Credit Card.
 - i. The credit card process is going slowly. The credit card company needs a phone number. Felipe will contact them and provide them with the bookkeeper’s phone number.
 - ii. Amanda will call the credit card company because she is the official signer and they won’t talk to Felipe.
 - iii. Discussion about whether we want to establish a method for accepting credit card payments at luncheons. Amanda will investigate Square.
 - iv. Jinoo will contact Jesse to get ideas about security concerns and any other provider suggestions regarding taking credit card payments and will include Amanda in those communications.

E. New Business:

- 1. 21 day Challenge – Reading club type group focusing on marginalized groups. LCBA has been contacted to team up with statewide bar subcommittees to host a 21 day challenge focused on LGBTQ+ issues. Currently scheduled for May/June 2023. Amanda will follow up with the board with specifics in the future.
- 2. Meet and Greet at the Federal Courthouse for members of the bar, Judge Kasubhai has requested LCBA advertise the event. Elizabeth was approached by Judge Kasubhai’s clerk, David, about the event and Amanda will follow up with Elizabeth.

F. Adjourn 12:57 PM:

1. Next Event Date: December 8, 2022 at 5:30pm Holiday Party at Ninkasi Better Living Room.
2. Next Board Meeting Date: January 5, 2023 at Noon for Board Meeting via Zoom.