



Lane County Bar Association
PO Box 11379
Eugene, Oregon 97440

BOARD MEETING MINUTES

October 5, 2023
Remote Via Zoom
Start Time: 12:00 pm

A. Call to Order and Welcome

- a. Members Present – Felipe Alonso III, Jennifer Hisey, Esack Grueskin (EFG), Jinoo Hwang, Elizabeth Stubbs (ES), Julian Marrs (JM), Elaina Bauer (EB), Lily Marshall-Bass (LMB), Taylor Herbert (TH), Judge Rigmaiden (JR), Shane Davis (SD)

B. Approval of Minutes.

1. Approval of September, 2023 Minutes

- a. No discussion.
- b. Felipe moved to approve, JM seconded, passed unanimously
- c. Abstentions: SD

C. President's Report (Felipe)

- a. September lunch – First in person lunch since 2020. Nearly 90 registrations.
 - i. Food was tasty, panel was great.
 - ii. Felipe is leaning toward booking the Gordon for the rest of the year.
 - iii. JM's suggestion – move the registration station away from the food line to avoid confusion.
 1. Let attendees know that they can get their food and then check in.
 - iv. EB believes that expanding the capacity would be beneficial. The room holds 100. Felipe believes that we are unlikely to have such high numbers of registrations again this year. It is not possible to use the venue if we have more than 100 attendees.
 - v. No further discussion about having spring meetings at the Gordon. Felipe understands the lack of discussion is approval of the proposal to keep the lunches at the Gordon.
- b. 21-day challenge/volunteer
 - i. Disability month. Volunteer opportunities are highlighted in the newsletter.

D. Secretary's Report (Jennifer)

- a. No discussion

E. Treasurer's Report (Elizabeth)

- a. Some members renewed in August, less than in July.
- b. Standard revenue is about what is expected.
- c. Bookkeeping and accounting expenses have been higher due to recent work. The expenses should stabilize soon.
- d. ES sent out a selection of reports she received from the bookkeeper and is happy to send out any other report in which you may be interested.
- e. Current membership enrollment 245 instead of last year's 74.
- f. Great shape financially, plenty of reserves.

- g. Steady amount of time and resources spent by the bookkeeper for transfer of systems and reports. Expecting that the work will diminish in the future.
- h. Felipe – committee selection – historically the list included anyone who had indicated interest in the last several years. The bookkeeper recently modified the list to include only the current year’s interested members. Current list does not include contact information. Changing the list will require some expense due to modifying the program. Felipe supports pursuing the change and he will talk to Bob to investigate further.
- i. Jino – the modernization committee has been working with the bookkeeper, Bob, etc to pursue a web solution. Jino reminded the board that last month we approved up to \$1500 to accomplish a web solution. Such a web solution will resolve the contact information for bar members lacking in the current committee list(s).
- j. Jino’s notes: Web Solution @ contact info to create list serve for practice area committees (esp. email).

F. CEJ Donation

- a. Last year the board donated \$530.
- b. CEJ lunch in Lane County is November 3 at the Veteran’s memorial building.
- c. Felipe recommends donating again this year and suggests that we increase our donation level due to our positive financial situation and the worthy cause. Next level of donors is \$1030 for the Champion level.
- d. Historically LCBA has not donated but did so last year due to the financial situation at the time.
- e. Felipe – LCBA will regularly donate \$500 to almost any cause that is related to LCBA.
- f. A few years ago the LCBA donated \$600 to Juvenile Court for incentives.
- g. SD – raised the concern that increased donations could lead to the expectation that LCBA continues to donate in the future and it might result in the need for increased membership fees.
- h. Jino – We don’t have significant information about CEJ’s financial structure and the percentage of donations that pass through to the legal aid programs.
- i. Felipe moves to have the LCBA donate \$1030 to the CEJ this year. Jino seconds.
 - i. EFG question for discussion – have we had push back from membership about CEJ? Felipe – No knowledge of specific membership concerns, some past board members have been opposed.
 - ii. Felipe - Bylaw 2.1 – the purpose of the LCBA appears to generally support donations to organizations like CEJ.
- j. Vote: passed unanimously, Abstentions – JH, LMB

G. Committee Liaisons/ Transfer Committees to Webpage

- a. Everyone should reach out to their committee chairs for the committees for which they are liaisons. Confirm who the chair for the committee is and extend our services should they become needed.

H. LCBA Committee Work – 2-Year Plan

- a. Goal is to create an onboarding process to encourage participation.
- b. Felipe would like all board members to join 2-3 committees.
- c. What would new board members find useful?
- d. Orientation meeting should continue in the summer before the first board meeting.
- e. Information about board positions, duties, LCBA historical information will be centralized in the cloud.
- f. Historical LCBA information will be helpful to all future board members.

- g. The Secretary position could be made more robust – currently only function is minute taker and occasional point of contact.
- h. Current officers should write down what they are currently doing in order to create a comprehensive job description.
- i. Jinoos – this project is the most important thing we could accomplish because it will serve the board in perpetuity.
- j. Jinoos is happy to talk with interested parties after the meeting.

I. Good of the Order

- a. Holiday party.
 - i. Felipe is hoping to make reservations soon.
 - ii. Discussion about general opinion about choosing the Vet's memorial hall or someplace like DAC. Vet's is significantly less expensive but board members expressed that it looked like a high school gym, it was a bit frumpy which could discourage attendance and it had a particular scent.
 - iii. Board consensus was to book a place other than the Vet's unless all other places are exorbitantly expensive.
 - iv. SD – Best to keep the venue close to downtown.
 - v. Max will be used for catering.
 - vi. Felipe will get an estimate for the DAC.
 - vii. Potential event date is December 19.

J. Adjourn 1:05 PM:

1. Next Event Date: October 12, 2023 at 12pm.
2. Next Board Meeting Date: November 12, 2023 at 12pm.