



Lane County Bar Association
PO Box 11379
Eugene, Oregon 97440

BOARD MEETING MINUTES

March 7, 2024

Remote Via Zoom

Start Time: 12:00 pm

1. Call to Order
 - a. Members Present – Felipe Alonso III, Jennifer Hisey (JH), Jinoo Hwang, Julian Marrs (JM), Elaina Bauer (EB), Lily Marshall-Bass (LMB), Shane Davis (SD), Taylor Herbert (TH), Esack Grueskin (EFG), Elizabeth Stubbs (ES), Honorable Clara Rigmaiden.
2. Approval of Minutes.
 1. Approval of February 2024 Minutes as revised and emailed on 3/7/24.
 2. JM moves to approve.
 3. EB seconds
 4. Elizabeth and EFG abstained due to absence at last meeting.
 5. Motion approved unanimously.
3. President's Report (Felipe)
 - a. Public Defender Services of Lane County, Inc's Board of Directors – Email Attached
 - i. Brook Reinhard sent an email requesting approval of his nominee, Robert Schrank, for the Public Defender Services of Lane County, Inc's board of directors retroactive to January 31, 2023.
 - ii. Judge Clara Rigmaiden supports Brook's suggested nominee
 - iii. EFG moves to approve Brook's nominee for the PDSLCLC's board.
 - iv. JM seconds.
 - v. Motion approved unanimously.
 - b. March 14 Lunch – OAAP
 - i. At the Gordon.
 - ii. Discussion of mental health and wellbeing in the profession.
 - iii. Jesse has a conflict and cannot do check in duties. Any board member who can arrive early and help with check in should check in with Felipe.
 - c. Justice Flynn – Harris Hall
 - i. March 21 and 22. There will be an open meeting on March 22 at 3-4:30pm that bar members are encouraged to attend.
 - d. April Lunch– Criminal Defense
 - i. At the Gordon.
 - e. May – Spring Bash – Nominations
 - i. Felipe has been negotiating with the Downtown Athletic Club.
 - ii. The three awards are listed on the bar website.
 - iii. Deadline for nominations is the end of March.
 - iv. The board will discuss the nominations and select winners at the next board meeting.
 - f. June Lunch – 30-, 40-, and 50-year anniversaries and election – Anniversaries Attached

- i. At the Gordon.
 - ii. Elections will also be conducted.
 - iii. Felipe would like to divide the list of 30, 40, 50 members to be contacted by board members and solicit their attendance at the lunch.
 - iv. Lunch is free for the honored members.
 - v. The longest serving members will have an opportunity to speak at the lunch.
 - vi. Felipe will contact the 50 year members, LMB will contact the 40 year members and EB will contact the 30 year members.
- g. June 13 – Lane County DEI Committee Bar Event – \$500 Request
 - i. For the last 3 years the DEI committee has done a bar event. Local and statewide affinity bars and allies are invited to this social event.
 - ii. The LCBA board has approved \$500 during each of the last 3 years.
 - iii. Felipe requests up to \$500 for the Lane County DEI bar event.
 - iv. JH moves to approve Felipe’s request for up to \$500 for the Lane County DEI bar event. SD seconds. Felipe abstains. Motion passed unanimously.
- h. August Emeralds Game – Contract Attached
 - i. Same as last year.
 - ii. Felipe moves for authorization to sign the contract for the Emeralds Game.
 - iii. SD seconds.
 - iv. Motion passed unanimously.
- 4. Secretary’s Report (Jennifer)
 - a. No discussion.
- 5. Treasurer’s Report (Elizabeth)
 - a. Financial report – generally assets are lower than last year, primarily attributable to the free holiday social this year.
 - b. Web page expenses are up over \$4000.
 - c. Jinoo cited to prior board approval of *LCBA Modernization Committee* funding request to update membership database. Per bookkeeper, the costs savings—from former manual data entry into QuickBooks membership database—will pay for itself within months, yielding significant long term fiscal benefit, permanently.
 - d. Insurance cost doubled from last year. ES is following up with the bookkeeper.
 - e. Membership numbers are good relative to last year.
 - f. Felipe raised the issue of potentially increasing dues as a result of increased expenses.
 - g. End of January last year assets were at \$59,000 and are now \$34,000.
 - h. Jinoo was reluctant to increase dues without a concrete factual basis, citing as an example the rigor applied by PLF in examining any dues increase. Suggests having bookkeeper analyze financial situation to gather data before any TBD dues increase is considered.
 - i. EFG suggests the potential formation of a finance committee. EFG will add this issue to the agenda for the first meeting of the Governance committee.
 - j. Jinoo was reminded of existing *ad hoc* Financial Committee consisting of Treasurer, President Elect and President. Felipe suggested reconvening to create some action items towards examining whether there are ways to reduce expenses (e.g. luncheons at Federal Courthouse) before potentially increasing dues.
 - k. Umpqua Bank
 - i. A monthly fee is incurred to maintain the account even though we don’t use it. The monthly fee is \$2 per month. There are additional costs associated with the bookkeeper reconciling the account on a regular basis.

- ii. ES moves to have the bookkeeper pull and download the records we currently have access to and then close the account.
- iii. Jinoos seconds.
- iv. Motion passed unanimously.

6. LCBA Board Committees

- a. Onboarding
 - i. JM reported.
 - ii. The work continues and the goal is to have a product ready for board review at the May meeting.
- b. Governance
 - i. EFG reported.
 - ii. No news but hope to schedule first meeting soon.
- c. Modernization
 - i. Jinoos announced that after years of development, LCBA email system now functional.
 - ii. Ongoing work continues for numerous details related to cloud system, with goal to automate sorting, eventual proposal of standard operating procedures for LCBA Governance Committee input.
 - iii. For now, emailed 1-page PDF with simplified instructions to Cc: LCBA email system on LCBA related business.
 - iv. Previewed how to Cc: LCBA email archive. Board members simply email [OFFICER TITLE-OR- COMMITTEE NAME]@LaneCountyBar.org (e.g. Treasurer@, Programming@, etc.)
 - v. More details to slowly be introduced (e.g. login to view LCBA email archives).
- d. JARC
 - i. JH reported.
 - ii. JH moves to be allowed, as Secretary, to place a draft of the solicitation language included in the JARC overview document into the next bar bulletin and solicit applications at the next bar meeting
 - iii. LMB seconded.
 - iv. Some discussion. SD recommends adding civil litigation as a category.
 - v. Motion passed unanimously.

7. Adjourn 1:05 PM:

1. Next Event Date: March 14, 2024 at 12pm.
2. Next Board Meeting Date: April 4, 2024 at 12pm.