



Lane County Bar Association  
PO Box 11379  
Eugene, Oregon 97440

## **BOARD MEETING MINUTES**

March 6, 2025  
Start Time 12:00 pm

1. Call to Order:
  - a. Members Present – Jinoo Hwang (Jinoo), Jennifer Hisey (JH), Elizabeth Stubbs (ES), Taylor Herbert (TH), Jesse London (JL), Sean Foster (SF), and Julian Marrs (JM).
  - b. Members Absent – Esack Grueskin; Hon. Debra Vogt; Shane Davis
2. Secretary Report: JM moved to approve minutes from February Meeting; JH seconds; Motion passes unanimously.
3. Treasurer's Report: ES reported the following –
  - a. We only have current financials through January 2025, but currently have approximately \$10,000 in operating account. There are no current outstanding invoices. Membership renewal is also skewing upward. The January lunch was financially neutral. Web expenses continue to be high. The Holiday social cost was approximately \$8,800, down from \$9,300 last year. The February lunch was a profit of approximately \$600 despite paying for a higher headcount than was able to attend because of weather. ES has not received a response to the LCBA's request for funds to the Federal Court.
  - b. ES raised a concern about conducting the Spring Bash because of current financial issues. Our current goal has to be to preserve current funds. The cost of venue and administrative overhead need to be considered when making choices about that event.
    - i. JH expressed that a \$1,000 buffer for administrative costs would be suitable. JL and ES seconded this thought, noting that average administrative costs range between \$700 to \$1,000.
    - ii. JL noted that a band and photographer are not necessary at this event and those are considerable costs. JH identified the venue estimate of being at \$7,500, plus the administrative cost of \$1,000, then LCBA needs roughly \$8,500 to conduct event. She raised the question of what to change to make the event financial feasible. She asked about prior attendance and ticket price. Jinoo estimated 150 was prior attendance.
    - iii. Jinoo acknowledged that he would not execute any contracts prior to a board vote on the event. Jinoo proposed a ticket price of \$30, leading to \$4,500 in income. He noted that this is the last major event of the year and suggests that one solution is to not hold an event at the Emerald's game this year. JH notes that 150

attendees at \$60 tickets would break even. Jinoo estimates that there will be a rough cost of \$4,500 for the Spring Bash. That event is set for April 9.

iv. Both TH and SF expressed concern about the finances and the thought that the Spring Bash may not be an ideal way to spend funds considering the relatively small room for error. JH noted that the LCBA charged either \$30 or \$40 at the door last year. JL expressed confidence in the attendance this year being higher because of the better venue.

v. Jinoo moves: To hold the Spring Bash; JL seconds; Jinoo withdrew the motion after a short discussion that highlights need for additional information.

vi. Jinoo moves: To hold the Spring Bash contingent on unanimous approval of E-Motion for implementation and budget, with ticket prices of \$40 (member) and \$60 (non-member); JL seconds; Motion passes unanimously.

4. Events Committee: JL reported that awards nominees will go out this week or early next. Suggested combining 30/40/50 year members lunch in May with a partial CLE.

5. Engagement Committee

a. TH highlighted that Engagement has an SOP. The membership survey is still outstanding; the survey will be distributed at Road to Bench event and lunches.

b. Sections Sub-Committee: TH notes that work still waits on survey results. There are currently 4 active sections, with Ms. Craig from the Law School has stated that LCBA likely does not need mentoring section because Bar mentor program exists.

6. Governance Committee

a. Elections Sub-Committee: Jinoo asks for volunteers to serve as chair. JH and SF will co-chair.

b. Re: 3<sup>rd</sup> party non-profit requests to leverage LCBA resources (e.g. LCBA Web Admin; email listserve) for their own fundraising and marketing efforts. Already maxed out email volume for LCBA purposes (e.g. 2024-25 need to combine multiple LCBA topics into “bundled” emails). Looming additional need anticipated from development of LCBA sections. In recent months, Jinoo has politely declined all requests and instead provided specific HOW TO instructions and encouraged 3<sup>rd</sup> parties to directly contact: (1) LCBA Bar News Editor + (2) OSB Member Services for custom data report with list of Lane County attorneys to develop & maintain their own email listserve, exactly like the one LCBA has. JL suggests entities wanting to use list-serv become affiliates; ES suggested we send them out as part of regular messaging; Jinoo tables discussion.

c. Bylaws Sub-Committee: Since FEB 2024, BSC has been working on this major project.



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i. Although EG had last minute scheduling conflict, Chair SD, GC Chair, JL had initial consultation with non-profit attorney David Atkins. BSC provided hardcopy printouts to board of full report, detailed meeting minutes, etc. Attorney advised bylaws defective in multiple respects, non-compliant with Oregon law and estimates were originally created when original Non-Profit Corporations Act was adopted nearly 30yrs ago. Update strongly advised.

ii. Jinoo moved to approve \$1,000 in funds to pay for bylaws revisions, payable after work is completed; JH seconds then seeks clarification on timing of payment and work; Jinoo clarifies draft would be proposed to Board in May and then circulated to the membership; ES suggested moving discussion to next meeting; Jinoo withdraws motion.

10. Adjourn.

Next Board Meeting Date: April 3, 2024.

### **Special Meeting Minutes: Held by Zoom on March 24, 2025 at 9:00 A.M.**

All members present except for Hon. Debra Vogt.

1. Jinoo notes that the purpose of this meeting is to consider budget for Spring Bash. Jinoo clarifies has not executed any contract, pending board approval.

2. JL shared a proposed budget for the event. ES asked about sponsors/donors for the event, and JL provided that information. ES expressed appreciation for the work done to obtain donations for the event but also expressed that obtaining donations/sponsors without a discussion among the group is problematic, especially is those donations are conditioned on the LCBA taking certain actions. TH echoes ES's comments about process of securing donations.

3. JH requests information about music act; JL confirms it has not been booked.

4. ES asked whether \$2,500 authorization would be sufficient for event; JL clarifies that numbers in budget are based on past events' data and represent reasonable ranges. JL walked through the scenarios, even low attendance scenarios represent little financial risk in JL's view, and an authorization of \$2,500 would not "kill" event.

5. EG noted that he previously told most recent musical performers that they would likely not be needed for Spring Bash, they might not be available on short notice. JL noted that there are other options.

6. ES expressed that she is not trying to cancel event, she wants to have a quality event for the members if that is possible to do while being fiscally responsible; previous discussion of \$4,000 contribution by LCBA was discussed without the benefit of a budget. She again reiterated appreciation for efforts made to make Spring Bash work.

7. JH noted that there was not yet any commitment about \$4,000 contribution from the LCBA toward the Spring Bash, but instead clarifies that the goal was to avoid financial loss when it cannot be afforded; noted that the sponsors help greatly, but it is concerning to promise things to sponsors or donors before discussing that with Board or to advertise an event before it is approved by the Board.

8. TH asks for clarification about whether any donors were promised a musical act; JL clarified that no such promise had been made. He further clarified that \$4,000 wasn't enough to hold event before donations. The Board then discussed origination of \$4,500 proposal from LCBA funds was arrived at in past. JL walked through costs in budget.

9. JH moves to authorize up to \$3,000 in LCBA funds to be spent on Spring Bash; ES seconds; Jino clarifies that we aren't talking about donation funds, which are placed in LCBA account, so motion would authorize only \$3,000 total for event; JH moves to amend to include funds donated specifically for the Spring Bash; ES seconds; JL clarifies that the money is supposed to be earmarked for future events if it is not all spent on Spring Bash; JH clarifies that intent of motion is to apply donations first and then additional funds from LCBA after; JH withdrew her motion after discussion.

10. JH moved: The Board authorize that the Spring Bash costs be paid for by applying first up to \$4,500 of funds received from sponsors or donors, then by applying up to \$3,000 of non-donor or sponsor funds, with any additional donations or sponsorship funds being applied to Spring Bash costs only after the LCBA's \$3,000 contribution; ES seconded; Approved Unanimously.