

**OSB ENVIRONMENTAL AND NATURAL RESOURCES SECTION  
EXECUTIVE COMMITTEE MEETING**

Thursday, September 17, 2020 – 9:00 a.m.

Present: Caylin Barter, Ashley Carter, Dominic Carollo, Maura Fahey, Mike Freese, Sarah Liljefelt, Alia Miles, Stephanie Regenold, Ryan Shannon, Mark Strandberg, Avalyn Taylor, Chris Thomas, and Stacy Owen (Bar liaison).

Quorum (minimum of 9 of 17) reached.

Excused: Sara Ghafouri, John Mellgren, and Kate Moore

Absent: Kirk Maag and Ilene Munk

**MINUTES**

**1. Approval of Minutes (Ashley Carter)**

Discussed changes to August meeting minutes including moving re-opening of minutes to the “Approval of the Minutes” section and clarification about Sarah’s membership status for next year. Sarah moved to approve the minutes as amended. Mark seconded. Alia, Avalyn, Chris, and Ryan abstained. All others in favor. No one opposed. Minutes approved.

**2. Chair’s Report (Sarah Liljefelt)**

The Bar is undertaking a Section Program Review as a part of its All Program Review process to make sure the Bar’s resources are used to support the Bar’s mission, functions, and strategic goals. Sarah will forward the EC the email about the program.

**3. Bar Liaison Report (Stacy Owen)**

Related to the August 28 email on the Program Review, the Policy and Governance Committee from the BOG is going to discuss the review’s progress on Sept. 25th. They are going to provide a final report by Feb. 24 of next year. If you have any comments, direct them to Dani Edwards.

**4. Treasurer’s Report (Caylin Barter)**

The end of August balance was \$14,891, which represents an increase of \$16 from the July financials. This balance reflects revenue of \$25 in Section membership dues and \$9.50 in corresponding expenses assessed by OSB for support services (\$9.50/member, whether paid or complimentary).

Our year-to-date revenue of \$12,160 from membership dues is very close to our budget estimate of \$12,500 (96.4%). We are well ahead of our August 2019 membership revenue, which stood at \$9,340. The year-over-year change is attributable to the increase in Section dues for 2020.

Since July, we have experienced a minimal increase in overall membership. Section membership at the end of July was 481 paid and 39 complimentary, for a total of 520. At the end of August, we had 482 paid and 39 complimentary, for a total of 521 (increase of 1). By comparison, memberships at the end of August 2019 were 467 paid and 75 complimentary, for a total of 542.

Last week, Michael Dunlap with OSB sent Caylin the treasurer forms to complete for the 2021 budget, which are due back to the Bar by December 4. We will plan to vote on the budget at our November meeting so that we have the benefit of knowing our expenses from the October CLE.

## **5. Publications**

### **a. ENR Deskbook (Kirk Maag/Mark Strandberg)**

No updates. Mark will reach out to Kirk to get Volume 3 started. Mark believes Kirk will continue on with Deskbook.

### **b. Case Notes (Chris Thomas)**

No updates.

### **c. E-Outlooks (Chris Thomas/Ashley Carter)**

No updates.

## **6. Education/CLE**

### **a. Brownbags (Ryan Shannon/John Mellgren)**

We are working with Sustainable Futures to co-sponsor a lunchtime CLE but are making sure we don't overlap with Governor Brown's climate executive order. Some of the Ocean and Coastal panelists from our Annual CLE would be great to do a Brown Bag. Avalyn to connect Ryan with the panelists in the future.

Recording CLEs – If we record our CLEs we can put them on our website or provide a link to it. Sarah will check with the Bar about this, and we will need to have sign off from our speakers. We didn't record the Sea Otter CLE, but we have the slides which can also go on the website.

CLE/Diversity Update on EJ and I-5/Albina project CLE. Maura hasn't heard back from the potential speakers. This would occur after the Annual CLE and Maura hopes to make it an Access to Justice credit. The Diversity Section is considering co-sponsoring (name only).

### **b. Field Trips (Caylin Barter/Alia Miles)**

Field Trips is still on hold for the time being.

### **c. Annual CLE (Maura Fahey/ Ilene Munk/Stephanie Regenold/Avalyn Taylor/Alia Miles/Kate Moore )**

The Bar hasn't yet reported how many people have registered. The Bar is handling everything from this point on and should be contacting speakers. Maura will need the person from the Planning Committee who planned each panel to be on deck. The Bar will let us know if the Planning Committee members will be trained on the platform. Maura is hoping to get a report on how many people used the scholarship so Caylin can take that into account with budget.

There will be four announcement emails so the next one should go out soon. Maura may clarify rates over the listserv afterwards. OSB can make additional changes the registration page if things are confusing. For scholarships, members just need to call the Bar and the scholarships are available for all members. If you're an ONLD member, your final rate is \$65, but if you're an ENR member (and not an ONLD member), your final rate would be \$90.

#### **d. Legislation (Mike Freese/Ilene Munk)**

No legislative updates.

### **7. Committees**

#### **a. Pro Bono (Ashley Carter/Ryan Shannon/Chris Thomas)**

No updates. We have the list of those willing to provide pro bono services and need to ask members if they'd like to be added. Let Sarah know if need any help drafting that or sending it out.

Regarding pro bono efforts related to wildfires, Stephanie will check with her firm about coordination or collaboration and may circle back about this, given the Section's past efforts related to pro bono work for those affected by wildfires. We could look into posting resources rather than providing legal services. The Bar may also already have a resources page and would likely be more visited than the ENR section website.

#### **b. Diversity (Ashley Carter/Maura Fahey/Kate Moore/Sara Ghafouri)**

An email to send to law students should go out soon. The Committee is letting students the section and attorneys in the section are a resource, especially now when we don't have in person meetings. We will offer to provide networking or mentoring. We want to gauge people's interest networking or mentoring but will need someone with the capacity to organize. If people are interested in connected with students, let Maura know. Stephanie and Avalyn are both willing to help (and Stephanie will connect with others at her firm). See other update under Brownbags.

#### **c. Executive Committee Membership (Mark Strandberg – Laura Maffei (non-EC member))**

The Executive Committee will meet with the Diversity Committee today to work on outreach for new members. We have 3 slots we need to fill. The slate needs to be done 2 weeks in advance of voting.

#### **d. Annual Award/Meeting (Dominic Carollo/Ashley Carter/Alia Miles)**

We won't have an annual meeting. We could have a Zoom call or a themed Zoom call. The EC was still in favor of having the award. Members were supportive of reaching out to last year's nominators to resubmit nominations, but ultimately left it to committee which agreed not to solicit from last year's nominators. If we did the annual meeting over Zoom, we could have nominators give their speech or recognition over Zoom and then email the announcement with the letters or excerpts of letters attached. We could also record the Zoom. EC members were in favor of having a recognition this year rather than waiting until next year (since an in-person meeting for next year is not certain). We plan to proceed with recognition over Zoom followed by an email recognition. We could also select the recipient with enough time to deliver the award to them. They could unwrap it at over Zoom just as they normally receive it at the in-person meeting. We could perhaps send them a bottle of wine too (but not with OSB funds). We will decide on a meeting date at next month's meeting.

### **8. Other/New Business (Sarah Liljefelt)**

Dominic will be our secretary next year. Sarah will stay on as a non-voting member (can't add to the quorum).

For next year's meetings, Sarah can continue to provide Zoom conferencing. We can ask Kate if we can continue using Dunn Carney's space when we resume in-person meetings. Others will look into if they

have space available for the meetings. The Bar can provide phone conferencing for our meetings but not video conferencing.

**OREGON STATE BAR**  
**Environmental & Natural Resources - 813**  
**Statement of Revenue and Expense**  
**For the Eight Months Ending August 31, 2020**

Description	August 2020	YTD 2020	Budget 2020	% of Budget	August Prior Year	YTD Prior Year
<b>REVENUES</b>						
Membership Fees	\$25	\$12,050	\$12,500	96.4%	\$20	\$9,340
Registrations - Conferences/Seminars		110	5,325	2.1%	765	1,165
<b>Total Revenue</b>	<b>25</b>	<b>12,160</b>	<b>17,825</b>	<b>68.2%</b>	<b>785</b>	<b>10,505</b>
<b>EXPENSES</b>						
Annual Meeting			2,300	0.0%		138
Case Law Summaries			400	0.0%		
Committee - Subcommittee			300	0.0%		
Computer - Internet / Web			100	0.0%		
Conferences / Seminars Expense		220	5,900	3.7%		40
Education			1,000	0.0%		616
Gifts & Awards			600	0.0%		
Telephone - Conference Calling		106	200	53.0%	21	127
OSB Support Services Assessment	10	4,950	5,938	83.4%	32	4,336
MCLE Sponsorship Application Fee		40	315	12.7%		160
Credit Card Fee		5		0.0%	18	18
Miscellaneous Expense			500	0.0%		
<b>Total Expense</b>	<b>10</b>	<b>5,321</b>	<b>17,553</b>	<b>30.3%</b>	<b>70</b>	<b>5,434</b>
<b>Net Revenue (Expense)</b>	<b>16</b>	<b>6,839</b>	<b>273</b>		<b>715</b>	<b>5,071</b>
<b>Beginning Fund Balance</b>		<b>8,052</b>				
<b>Ending Fund Balance</b>		<b>14,891</b>				
<b>Section Member Count - Paid</b>	<b>1</b>	<b>482</b>				<b>467</b>
<b>Section Member Count -</b>		<b>39</b>				<b>75</b>
<b>Section Member Count - Total</b>	<b>1</b>	<b>521</b>				<b>542</b>

## E & NR Detail

Account Numbe	Account Description	Date	Vendor Reference	Debit Amoun	Credit Amount
813-4405-000	Membership Fees	8/31/2020	Aptify BatchID = 760	\$0.00	\$25.00
813-7745-000	OSB Support Service Assessment	8/31/2020	Aug Sect Assessment fe	\$9.50	\$0.00
813-U001-000	Environmental & Nat'l Resource Section Member C	8/31/2020	Aug Sect HC adj	1	0