

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

Tuesday, September 20, 2022 – 12:00 pm

Present: Caylin Barter, Chris Thomas, Ryan Shannon, Sara Ghafouri, Megan Beshai, Dominic Carollo, Stacy Owen (Bar Liaison), David Rosen (BOG Liaison), Maura Fahey, Marika Sitz, Sadie Normoyle, Avalyn Taylor, Lindsay Thane, Laura Kerr, Cassie Roberts, Hannah Clements (appointed during meeting)

Quorum (minimum of 8 of 15) – Quorum reached

Excused: Olivier Jamin, Mike Eliason

Unexcused: none

Section Members & General Public (non-EC): none

Meeting commenced at 12:02 with quorum.

MINUTES

1. Approval of Minutes (Chris Thomas)

Caylin moved to approve the minutes and Megan seconded. Cassie abstained; all others present voted in favor. The motion to approve the minutes passed.

2. Executive Committee Membership (Sara Ghafouri/Maura Fahey/Non-EC Member)

Maura recently sent materials from Hannah Clements, who has expressed interest in joining the EC. The EC previously agreed to consider new members to fill mid-term vacancies if interested individuals existed. Hannah would complete Jules' outstanding term and would have to run for election at the end of the current year. Sara provided a quick summary of Hannah's CV and Maura reiterated her enthusiasm. Caylin explained the bylaws and that mid-term appointments have to be reelected at the end of the year. Several others spoke in favor of appointing Hannah. Avalyn moved, Chris seconded, all present voted in favor. Hannah appointed unanimously.

Maura next explained that they are working to get the EC slate for the next year. Caylin has reached out to the EC members whose terms expire at the end of the year and Stacy is working on getting an updated list of those member. Maura expects to have two open seats. Maura informed the EC that she will be stepping away at the end of the term. The EC needs to fill Secretary role as Chris will transition to being a member-at-large at end of year. Sara expressed interest in taking over Secretary role. The EC also needs a Treasurer and are still looking for an interested person. Caylin explained that usually folks that have been on the EC for longer terms are approached for the officer roles, so longer-serving EC members are encouraged to volunteer for these positions. The EC needs to have the slate finalized for election by December 9th. Once the ballot is finalized the OSB will send out the ballot for votes by the Section members.

Hannah joined meeting and provided brief introduction.

3. Chair's Report (Caylin Barter)

Caylin explained that the EC is wrapping up the year and beginning to look to the 2023 year, including the budget and membership, though there are some exciting events happening this year such as the field trips, CLE, and House of Delegates meeting. Caylin encouraged people to attend the upcoming Annual CLE.

4. Bar Liaison Report (Caylin Barter on behalf of Stacy Owen)

Stacy reminded EC members that there is a lot of notices coming from the OSB (membership, CLEs, etc.) but at this time she doesn't have anything specific to add.

5. Treasurer's Report (Dominic Carollo)

Dominic sent past two month's financial reports to EC earlier and informed the EC that we are still waiting on some larger payments to clear which should happen soon. Dominic also reminded the EC that we need to decide on dues increases soon, he previously sent an email with his recommendation that we do not increase dues. Dominic expressed his belief that the Section is in a strong financial position. Ryan mentioned that the delay on the payment may be on the OSB's end, Dominic offered to follow up with OSB about that.

Caylin provided historical context about last fee increase—it was because the Section was spending funds down quickly. At this time that is not happening so a fee increase does not seem necessary.

6. Publications

a. ENR Deskbook (Megan Beshai/Mark Strandberg (non-EC member)/Kirk Maag (non-EC member))

Megan explained that Deskbook is languishing. Megan hasn't been able to connect with contact at OSB yet. Caylin mentioned that it may be worth taking a hard look at the Deskbook in the future.

b. Case Notes (Megan Beshai)

Megan will be sending newest Case Notes out soon and does not have any other updates at this time.

c. E-Outlooks (Chris Thomas)

Chris reported that the next E-Outlook will be forthcoming soon and expects to send it in the next few weeks.

On a separate note, Avalyn brought up the need to update the website and asked if anyone is able to take over this responsibility. Hannah offered to take over the Section's website and make all necessary changes to the website materials. Hannah will connect with Chris and Avalyn to make the transition.

7. Education/CLE

a. Brownbags (Olivier Jamin/Marika Sitz)

Marika reported that there aren't any updates at this time. She plans to connect with Olivier soon to decide whether to pursue any additional brownbags before the end of the year.

b. Field Trips (Avalyn Taylor/Megan Beshai/Caylin Barter)

Megan explained that the next field trip is Friday, September 23rd. She expects to have about 10 attendees. They are touring Whychus Creek, starting at local irrigation district's diversion infrastructure then touring additional sites higher in the watershed. Caylin suggested sending a last-ditch email to the Section. Megan reiterated that this will qualify for three general CLE credits.

Avalyn informed the EC that she is working to schedule tour of the Old Linnton Plywood site, which is a mitigation site for generating Natural Resource Damage Assessment (NRDA) credits. Avalyn is hoping to schedule a trip later this fall.

c. Annual CLE (Ryan Shanno/Sara Ghafouri/Cassie Roberts/Lindsay Thane/Mike Eliason/Olivier Jamin/Laura Kerr/Avalyn Taylor)

Ryan reported that things are moving along well with the annual CLE. He explained that more emails from the OSB will be forthcoming soon and they are hoping to get robust in-person attendance. The Subcommittee is working out the last details with the OSB and the venue. Ryan will communicate details with Chris, Hannah, and Avalyn to get the website updated. Ryan expressed that things are on track for a great event. There are currently 36 in-person and six online attendees registered. He is hoping to get at least 40 in-person, which should be enough to satisfy the food & beverage minimum. Ryan encouraged EC to send personalized invitations to their networks.

d. Legislation (Laura Kerr/Mike Eliason)

Mike informed the EC that Wednesday through Friday of this week are "interim hearing days" at the Capitol. However, all hearings will be virtual and all information will be available through the Oregon Legislative Information Service (OLIS). There are no other updates to report at this time.

8. Committees

a. Pro Bono (Olivier Jamin/Dominic Carollo)

Dominic does not have an update. Caylin reports that Olivier emailed her an update encouraging folks to sign up for the SOLVE events during the summer. In discussing such volunteer events, Caylin expounded upon the benefits of trash grabbers—Ryan told the EC that free trash grabbers can be acquired from Portland's "Adopt One Block" program.

b. Diversity (Maura Fahey/Sara Ghafouri/Sadie Normoyle)

Maura reports that the Subcommittee may have been overly ambitious in attempting to host three events: they are aiming to host one event at Lewis & Clark Law School instead and possibly host events at the other schools in the future. She explained that the Lewis & Clark event is anticipated to occur early next year rather than the fall. The Subcommittee will be connecting with the school soon.

Maura expressed interest in inviting Jenna Ayers, the ENR Section's D&I grant recipient, to the Annual CLE. Sadie emailed her but hasn't heard back yet. Maura asked if Caylin could mention this grant as part of the Annual CLE. Laura suggested adding something to the website as well to keep the members informed about how funds are spent. Maura offered to draft something and coordinate to get it on website.

c. Annual Award/Meeting (Dominic Carollo/Sara Ghafouri/non-EC member)

Sara reports that she and Dominic will be connecting about this soon. The EC needs to get the nomination form posted on the website. The deadline for nominations was originally Oct 15th but it may be good to extend the date a little.

Sara will be following up about the Annual Award meeting. She informed the EC that the Cleaners, the previous venue, no longer exists. Sara is investigating other options, such as potentially having events at local law firms. Laura said that Stoel may be able to host the event but that the availability is likely getting scarce so they would need to lock down the date soon. Laura and Sara agreed to connect to discuss scheduling and logistics.

Caylin asked Stacy to confirm that a separate annual meeting is not strictly required: the Section could combine with the Annual CLE or keep it as a separate event, either way is fine. Sara mentioned that we probably get better attendance at the CLE, several others agreed. Sara believes that we might have time to get nominations and make a decision if the EC wants to give the Annual Award at the upcoming Annual CLE. Caylin asked that we get a blurb about Richard Glick, last year's recipient, on the website.

9. Other/New Business (Caylin Barter)

No other matters or new business to discuss.

Meeting adjourned at 1:00 pm.

Oregon State Bar Statement of Activities - Actual vs Budget

	Month Ending August 31, 2022 <small>Actual</small>	Year To Date August 31, 2022 <small>Actual</small>	Year Ending December 31, 2022 <small>Budget</small>	December 31, 2022 <small>% of Budget</small>	Month Ending August 31, 2021 <small>Current Month-PY</small>	Year To Date August 31, 2021 <small>Prior Year</small>
Operating Revenue						
Registrations	45	45	4,360	1.0 %	0	0
Membership Fees	0	12,125	12,375	98.0 %	0	11,925
Total Operating Revenue	\$ 45	\$ 12,170	\$ 16,735	72.7 %	\$ 0	\$ 11,925
Expenditures						
Conferences / Seminars	0	150	5,900	2.5 %	0	150
Education	0	0	3,000	0.0 %	0	0
Gifts & Awards	0	3,452	3,600	95.9 %	0	278
OSB Support Service Assessment	76	5,187	5,273	98.4 %	10	5,130
MCLE Sponsorship Applications Fee	0	40	300	13.3 %	0	40
Credit Card Fee	1	1	0	0.0 %	0	0
Miscellaneous Expense	0	0	500	0.0 %	0	0
Annual Event	0	0	2,500	0.0 %	0	0
Telephone - Conference Calls	20	160	200	80.0 %	20	140
Total Expenditures	\$ 97	\$ 8,990	\$ 21,273	42.3 %	\$ 30	\$ 5,738
Change In Net Assets	\$ (52)	\$ 3,180	\$ (4,538)	(70.1) %	\$ (30)	\$ 6,187
+ Net Assets - Beginning	\$ 17,408	\$ 14,176	\$ 0	0.0 %	\$ 19,968	\$ 13,751
Net Assets - Ending	\$ 17,356	\$ 17,356	\$ (4,538)	(382.5) %	\$ 19,938	\$ 19,938
Paid Headcount	485	485	0	0.0 %	477	477
Comp Headcount	61	61	0	0.0 %	63	63
Section Member Count	546	546	0	0.0 %	540	540

**Oregon State Bar
Section Detail Report
For Current Month (08/01/2022 to 08/31/2022)**

Posted Dt.	Doc Dt.	Doc	Memo / Description	Department	Project	Project Name	Location	Txn No	JNL	Debit	Credit	Balance
4565 - Registrations (Balance Forward As of 08/01/2022)												
08/25/2022	08/25/2022		1216 Orders		813	100000	No Project	100	382 APTJ		45.00	0.00
Totals for 4565 - Registrations										0.00	45.00	(45.00)
Net Change for 4565 - Registrations												(45.00)
7745 - OSB Support Service Assessment (Balance Forward As of 08/01/2022)												
08/31/2022	08/31/2022		Sec Admn Fee Aug Sec Admn Fee		813	100000	No Project	100	1162 GJ	76.00		76.00
Totals for 7745 - OSB Support Service Assessment										76.00	0.00	76.00
Net Change for 7745 - OSB Support Service Assessment												76.00
7747 - Credit Card Fee (Balance Forward As of 08/01/2022)												
08/31/2022	08/31/2022		Aug\22 BPBill - BluePay - AP: Aug'22 BP CC CC TransTrans Fees		813	100000	No Project	100	4352 APJ	1.29		1.29
Totals for 7747 - Credit Card Fee										1.29	0.00	1.29
Net Change for 7747 - Credit Card Fee												1.29
7885 - Telephone - Conference Calls (Balance Forward As of 08/01/2022)												
08/31/2022	08/31/2022		Aug 2022Aug 2022 Zoom Subsc Svcs Zoom Subsc Svcs		813	100000	No Project	100	1129 GJ	20.00		20.00
Totals for 7885 - Telephone - Conference Calls										20.00	0.00	20.00
Net Change for 7885 - Telephone - Conference Calls												20.00
Grand Total										97.29	45.00	52.29