

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

Tuesday, April 18, 2023 – 12:00 p.m.

ENR Executive Committee Members: Caylin Barter, Maureen Bayer, Jessica Bernardini, Mike Eliason, Sage Ertman, Sara Ghafouri, Hannah Goldblatt, Olivier Jamin, Laura Kerr, Sadie Normoyle, Cassie Roberts, Ryan Shannon, Marika Sitz, Avalyn Taylor, Lindsay Thane, Chris Thomas

Present: Caylin Barter, Maureen Bayer, Jessica Bernardini, Sage Ertman, Sara Ghafouri, Hannah Goldblatt, Olivier Jamin, Laura Kerr, Sadie Normoyle, Cassie Roberts, Ryan Shannon, Avalyn Taylor, Lindsay Thane, Chris Thomas

Quorum (minimum of 9 of 17) – Quorum reached

Excused: Mike Eliason and Marika Sitz

Unexcused: None

Section Members & General Public (non-EC): Stacy Owen (OSB)

Meeting commenced at 12:01 with quorum

MINUTES

1. Approval of Minutes (Laura Kerr)

Maureen moved to approve the minutes and Jessica seconded. Dominic, Chris and Jessica abstained; all others present voted in favor. The motion to approve the minutes passed.

2. Chair's Report (Ryan Shannon)

Nothing to report.

3. Bar Liaison Report (Stacy Owen)

Nothing to report.

4. Treasurer's Report (Sara Ghafouri)

Sara reported on the financials, which are available <https://www.osbar.org/sections/financials.html>

5. Publications

a. ENR Deskbook (to be assigned/Mark Strandberg (non-EC member)/Kirk Maag (non-EC member))

The ENR Deskbook subcommittee will present a proposal to the group soon.

b. Case Notes (Hannah Goldblatt and Jessica Bernardini)

Hannah reported that she will be soliciting case notes from the section. The committee discussed and confirmed the outgoing utility of Case Notes.

c. E-Outlooks (Chris Thomas)

Chris has been monitoring updates and will continue to do so.

6. Education/CLE

a. Brownbags (Sage Ertman, Olivier Jamin and Marika Sitz)

Olivier reported that the group is continuing to think about upcoming brownbag events.

b. Field Trips (Caylin Barter, Maureen Bayer, Laura Kerr and Avalyn Taylor)

Caylin reported that the field trip committee will be meeting soon.

c. Annual CLE (Maureen Bayer, Dominic Carollo, Olivier Jamin, Laura Kerr, Cassie Roberts, Avalyn Taylor, Lindsay Thane, Chris Thomas)

Dominic reported that the Annual CLE group will be meeting soon.

7. Subcommittees

a. Pro Bono (Dominic Carollo and Olivier Jamin)

Dominic will be sending a pro bono email in the upcoming week.

b. Diversity (Sage Ertman, Sara Ghafouri and Sadie Normoyle)

Sage reported that the Diversity Committee is reaching out to the Oregon Bar to discuss how the stipend will be administered. The Diversity Committee is planning a career panel at the end of the summer but is still looking for another panelist.

c. Executive Committee Membership (Sara Ghafouri, Chris Thomas and non-EC member)

Nothing to report.

e. Annual Award/Meeting (TBD and non-EC member)

Nothing to report.

f. Legislation (Caylin Barter and Mike Eliason)

Caylin reports that she has been in contact with Mike, hoping to get a mid-session report to share with the section.

8. Technology (Maureen Bayer and Hannah Goldblatt)

Maureen and Hannah met to make sure they both have access to website. Considered using website to post meeting notices—put question out to EC. Caylin asked if the OSB has position on using website for providing meeting notice. Ryan asked Stacy to look into it. Could be a good option to provide notice rather than emailing whole section for every sub/committee meeting. Will consider this matter when we have more information. For now, Hannah will remain primary person for updating website, Maureen will provide support as needed.

9. Other/New Business (Ryan Shannon)

No other/new business.

Oregon State Bar Statement of Activities - Actual vs Budget

	Month Ending April 30, 2023 <small>Actual</small>	Year To Date April 30, 2023 <small>Actual</small>	Year Ending December 31, 2023 <small>Budget</small>	December 31, 2023 <small>% of Budget</small>	Month Ending April 30, 2022 <small>Current Month-PY</small>	Year To Date April 30, 2022 <small>Prior Year</small>
Operating Revenue						
Registrations	0	0	6,500	0.0 %	0	0
Membership Fees	150	12,100	12,500	96.8 %	200	11,925
Total Operating Revenue	\$ 150	\$ 12,100	\$ 19,000	63.7 %	\$ 200	\$ 11,925
Expenditures						
Conferences / Seminars	0	150	6,500	2.3 %	0	0
Education	0	0	3,000	0.0 %	0	0
Gifts & Awards	0	0	3,800	0.0 %	247	3,452
OSB Support Service Assessment	38	5,111	5,500	92.9 %	86	4,959
MCLE Sponsorship Applications Fee	0	40	300	13.3 %	0	0
Miscellaneous Expense	0	0	500	0.0 %	0	0
Annual Event	0	2,510	2,500	100.4 %	0	0
Telephone - Conference Calls	20	80	240	33.3 %	20	80
Total Expenditures	\$ 58	\$ 7,891	\$ 22,340	35.3 %	\$ 353	\$ 8,491
Change In Net Assets	\$ 92	\$ 4,209	\$ (3,340)	(126.0) %	\$ (153)	\$ 3,434
+ Net Assets - Beginning	\$ 20,872	\$ 16,755	\$ 0	0.0 %	\$ 17,763	\$ 14,176
Net Assets - Ending	\$ 20,964	\$ 20,964	\$ (3,340)	(627.7) %	\$ 17,610	\$ 17,610
Paid Headcount	484	484	0	0.0 %	477	477
Comp Headcount	54	54	0	0.0 %	45	45
Section Member Count	538	538	0	0.0 %	522	522

**Oregon State Bar
Section Detail Report
For Current Month (04/01/2023 to 04/30/2023)**

Posted dt.	Doc dt.	Doc	Memo/Description	Department	Project	Project name	Location	Txn No	JNL	Debit	Credit	Balance
4405 - Membership Fees (Balance forward As of 04/01/2023)												
04/17/2023	04/17/2023		1360 Aptify Orders Batch 1360-20230417		813	Section	Section	100	537 APTJ		125.00	(125.00)
04/21/2023	04/21/2023		1363 Aptify Orders Batch 1363 \$102,066.04		813	Section	Section	100	540 APTJ		25.00	(150.00)
Totals for 4405 - Membership Fees										0.00	150.00	(150.00)
Net change for - Membership Fees												
7745 - OSB Support Service Assessment (Balance forward As of 04/01/2023)												
04/30/2023	04/30/2023		Sec Admn Fee Apr Sec Admn Fee		813	100000	No Project	100	1636 GJ	38.00		38.00
Totals for 7745 - OSB Support Service Assessment										38.00	0.00	38.00
Net change for - OSB Support Service Assessment												
7885 - Telephone - Conference Calls (Balance forward As of 04/01/2023)												
04/30/2023	04/30/2023		Apr 2023Apr 2023 Zoom Subsc Svcs		813	100000	No Project	100	1584 GJ	20.00		20.00
Totals for 7885 - Telephone - Conference Calls										20.00	0.00	20.00
Net change for - Telephone - Conference Calls												
Grand total										58.00	150.00	(92.00)