

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

Tuesday, October 17, 2023 – 12:00 p.m.

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

Present: Jessica Bernardini, Ryan Shannon, Maureen Bayer, Sara Ghafouri, Sage Ertman, Cassie Roberts, Marika Sitz, Hannah Goldblatt, Laura Kerr, Dominic Carollo

Quorum (minimum of 9 of 16) – Quorum reached

Excused: Caylin Barter, Mike Eliason, Olivier Jamin, Sadie Normoyle, Lindsay Thane, Chris Thomas

Unexcused: None.

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

Meeting commenced at 12:05 with quorum

MINUTES

1. Approval of Minutes (Laura Kerr)- Sage moved to approve, Marika seconded. Hannah 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) – Stacey is continuing to work on the Listserv issue (issue related to messages going to spam). She will follow up with more information next month.

4. Treasurer's Report (Sara Ghafouri) – September financials have not been provided. Sara is working on the budget now and will be circulating prior to our November meeting for board vote in November.

5. Publications

a. ENR Deskbook (Ryan Shannon, Sara Ghafouri, Dominic Carollo)- Survey regarding Deskbook has been circulated to membership.

b. Case Notes (Hannah Goldblatt and Jessica Bernardini) – Q3 Case Notes will be published in mid-November. Hannah and Jess asked for feedback on case selection.

c. E-Outlooks (Chris Thomas and Dominic Carollo) – Nothing to report.

6. Education/CLE

a. Brownbags (Sage Ertman, Olivier Jamin and Marika Sitz) – Nothing to report.

b. Field Trips (Maureen Bayer, Laura Kerr and Caylin Barter) – Nothing to report.

c. Annual CLE (Maureen Bayer, Dominic Carollo, Olivier Jamin, Laura Kerr, Cassie Roberts, Lindsay Thane, Chris Thomas) – Expecting about 80 participants in person and 20 participants online. Ryan asked everyone to encourage attendance. Dominic reported that it would be useful to have someone coordinate AV with McMenamins, requested PPTs from participants and requested that Committee members show up early.

7. Committees

a. Pro Bono (Dominic Carollo and Olivier Jamin) - Nothing to report.

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

-Diversity Panel (September)- 17-18 attendees. The panel was very successful because it was an open and honest discussion about being a diverse attorney in Oregon. Diversity Committee thinks the event is worth doing again and thought they could increase attendance if notice went out sooner.

-Diversity Stipend- Committee met with OSB to discuss stipend process. Committee had a more in-depth discussion about how the Diversity Stipend operates and see a path forward for achieving the goals of the stipend. In the next couple weeks, Oregon State Bar (OSB) sends out to blast to be one of the listed employers for the stipend program. An employer does not need to be listed to be eligible, but it helps increase visibility. Application will be put out in mid-December/January. Then, stipend recipient can be connected to employer. Committee hopes for better communication with the OSB so stipend is well-administered. Mauren volunteered to put information about the program on the website. The committee will announce the stipend at the upcoming Annual CLE.

c. Executive Committee Membership (Sara Ghafouri, Chris Thomas and non-EC member) – Executive Committee membership group will be sending out an email to solicit new members.

d. Annual Award/Meeting (Maureen Bayer, Dominic Carollo, Lindsay Thane and non EC member) – The Annual Award Committee will be continuing to solicit nominations. The Awards Event will be held on January 25, 2024. The Awards Event will need sponsors for alcohol served at the event.

e. Legislation (Caylin Barter and Mike Eliason) – Nothing to report.

8. Technology (Maureen Bayer and Hannah Goldblatt)- The Diversity Stipend will be added to the website.

9. Other/New Business (Ryan Shannon) – Nothing to report.

Meeting concluded at 12:34.

Oregon State Bar Statement of Activities - Actual vs Budget

	Month Ending October 31, 2023 <small>Actual</small>	Year To Date October 31, 2023 <small>Actual</small>	Year Ending December 31, 2023 <small>Budget</small>	December 31, 2023 <small>% of Budget</small>	Month Ending October 31, 2022 <small>Current Month-PY</small>	Year To Date October 31, 2022 <small>Prior Year</small>
Operating Revenue						
Registrations	3,370	6,465	6,500	99.5 %	2,405	6,375
Membership Fees	50	12,250	12,500	98.0 %	0	12,275
Total Operating Revenue	\$ 3,420	\$ 18,715	\$ 19,000	98.5 %	\$ 2,405	\$ 18,650
Expenditures						
Conferences / Seminars	0	450	6,500	6.9 %	6,177	6,427
Education	0	0	3,000	0.0 %	0	0
Gifts & Awards	0	0	3,800	0.0 %	0	3,453
Luncheon CLE_Meetings	0	42	0	0.0 %	0	0
OSB Support Service Assessment	143	5,472	5,500	99.5 %	143	5,462
MCLE Sponsorship Applications Fee	75	180	300	60.0 %	75	115
Credit Card Fee	101	211	0	0.0 %	63	179
Miscellaneous Expense	0	0	500	0.0 %	60	60
Annual Event	5,332	8,842	2,500	353.7 %	0	0
Telephone - Conference Calls	20	200	240	83.3 %	20	200
Total Expenditures	\$ 5,671	\$ 15,397	\$ 22,340	68.9 %	\$ 6,538	\$ 15,896
Change In Net Assets	\$ (2,251)	\$ 3,318	\$ (3,340)	(99.3) %	\$ (4,133)	\$ 2,754
+ Net Assets - Beginning	\$ 22,323	\$ 16,755	\$ 0	0.0 %	\$ 21,063	\$ 14,176
Net Assets - Ending	\$ 20,073	\$ 20,073	\$ (3,340)	(601.0) %	\$ 16,930	\$ 16,930
Paid Headcount	490	490	0	0.0 %	491	491
Comp Headcount	86	86	0	0.0 %	84	84
Section Member Count	576	576	0	0.0 %	575	575

**Oregon State Bar
Section Detail Report
For Current Month (10/01/2023 to 10/31/2023)**

Posted dt.	Doc dt.	Doc	Memo/Description	Department	Project	Project name	Location	JNL	Debit	Credit	Balance
4405 - Membership Fees (Balance forward As of 10/01/2023)											0.00
10/10/2023	10/10/2023		1461 Aptify Orders Batch - 1461 - 20231010		813	Section	Section	100 APTJ		25.00	(25.00)
10/31/2023	10/31/2023		1479 Aptify Orders Batch - 1479 - 20231031		813	Section	Section	100 APTJ		25.00	(50.00)
Totals for 4405 - Membership Fees									0.00	50.00	(50.00)
Net change for - Membership Fees											(50.00)
4565 - Registrations (Balance forward As of 10/01/2023)											0.00
10/10/2023	10/10/2023		1461 Aptify Orders Batch - 1461 - 20231010		813	100000	No Project	100 APTJ		1,370.00	(1,370.00)
10/26/2023	10/26/2023		1476 Aptify Orders Batch - 1476 - 20231026		813	100000	No Project	100 APTJ		2,000.00	(3,370.00)
Totals for 4565 - Registrations									0.00	3,370.00	(3,370.00)
Net change for - Registrations											(3,370.00)
7040 - Annual Event (Balance forward As of 10/01/2023)											0.00
10/20/2023	10/20/2023		Oct'23 Event,Bill - McMenamins - Edgefield: Oct'23 ENR CLE Event, ENR CLE		813	100000	No Project	100 APJ	5,331.91		5,331.91
Totals for 7040 - Annual Event									5,331.91	0.00	5,331.91
Net change for - Annual Event											5,331.91
7745 - OSB Support Service Assessment (Balance forward As of 10/01/2023)											0.00
10/31/2023	10/31/2023		Sec Admn Fee Oct Sec Admn Fee		813	100000	No Project	100 GJ	142.50		142.50
Totals for 7745 - OSB Support Service Assessment									142.50	0.00	142.50
Net change for - OSB Support Service Assessment											142.50
7746 - MCLE Sponsorship Applications Fee (Balance forward As of 10/01/2023)											0.00
10/31/2023	10/31/2023		October 2023October 2023 MCLE Funds Tx MCLE Funds Tx		813	100000	No Project	100 GJ	75.00		75.00
Totals for 7746 - MCLE Sponsorship Applications Fee									75.00	0.00	75.00
Net change for - MCLE Sponsorship Applications Fee											75.00
7747 - Credit Card Fee (Balance forward As of 10/01/2023)											0.00
10/31/2023	10/31/2023		Oct23 BP CCBill - BluePay - AP: Oct23 BP CC Trans Trans Fee Fee		813	100000	No Project	100 APJ	101.15		101.15
Totals for 7747 - Credit Card Fee									101.15	0.00	101.15
Net change for - Credit Card Fee											101.15
7885 - Telephone - Conference Calls (Balance forward As of 10/01/2023)											0.00
10/31/2023	10/31/2023		Oct 2023Oct 2023 Zoom Subsc Svcs Zoom Subsc Svcs		813	100000	No Project	100 GJ	20.00		20.00
Totals for 7885 - Telephone - Conference Calls									20.00	0.00	20.00
Net change for - Telephone - Conference Calls											20.00
Grand total									5,670.56	3,420.00	2,250.56