

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

Tuesday, May 21, 2024 – 12:00 p.m.

Members: Jessica Bernardini, Ryan Shannon, Sara Ghafouri, Dominic Carollo, Chris Thomas, Sage Ertman, Mike Eliason, Laura Kerr, Hannah Goldblatt, David Hori, Lynne Dzubow, Maureen Bayer, Lindsay Thane, Marika Sitz, Cassie Roberts, Rebeka Dawit, and Olivier Jamin.

Present: Dominic Carollo, Ryan Shannon, Sara Ghafouri, David Hori, Cassie Roberts, Rebeka Dawit, Chris Thomas, Sage Ertman, Lynne Dzubow, Marika Sitz, Maureen Bayer, Jessica, and Hannah Goldblatt.

Quorum (minimum of 9 of 16) – Quorum reached.

Excused: Mike Eliason, Laura Kerr, Lindsay Thane, Olivier Jamin

Unexcused:

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

Meeting commenced at 12:01 with quorum.

**LOCATION**

By Zoom Video Conferencing:

<https://us02web.zoom.us/j/81531042012?pwd=bFQwUmhqRTlrWk5XdMZFVfdrVitXdz09>

Meeting ID: 815 3104 2012

Passcode: 587516

By Phone: 1-253-205-0468

Meeting ID: 81531042012#,,,,\*587516# US

**MINUTES**

**1. Approval of Minutes (Sara Ghafouri)**

Chris Thomas moved to adopt the minutes, and Cassie Roberts seconded. Hannah Goldblatt, Ryan Shannon, Jessica Bernardini abstained. Motion passed.

**2. Chair's Report (Dominic Carollo)**

Nothing new to report.

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

Stacy Owen reported. Susan Grabe from OSB sent an email with a link with an ENR proposal.

**4. Treasurer's Report (Hannah Goldblatt)**

**Link to Financials:** <https://www.osbar.org/sections/financials.html>

Hannah Goldblatt reported. No significant expenditures or revenue. \$12,900 in membership fees and \$18,083 in net assets. ENR Section has 518 paid members.

## 5. Publications

### a. ENR Deskbook (Dominic Carollo, Sara Ghafouri, Sage Ertman, and Lynne Dzubow)

Dominic Carollo reported he has been in contact with Linda (OSB), she needs to convert the old version of the ENR Deskbook into a word format. Dominic reached out to volunteers for administrative law chapters. Planning to meet with volunteers in July.

### b. Case Notes (Hannah Goldblatt and Jessica Bernardini)

Hannah Goldblatt reported. Q2 will start in early July.

### c. E-Outlooks (Chris Thomas, Jessica Bernardini, and David Hori)

Chris Thomas reported. The subcommittee requested for a couple of articles out by the end of the month.

## 6. Education/CLE

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

Sage Ertman reported. Looking for ideas for the next brownbags. Sara Ghafouri suggested to reach out to annual CLE team for potential topics.

### b. Field Trips (Maureen Bayer and Lynne Dzubow)

Maureen Bayer reported. The field trip will be after fire season but still working on it. Lynne is doing CLE research still regarding materials.

### c. Annual CLE (Laura Kerr, Mike Eliason, Sara Ghafouri, Hannah Goldblatt, Maureen Bayer, Cassie Roberts, Marika Sitz, Olivier Jamin and Jessica Bernardini)

Hannah Goldblatt reported. The Annual CLE needs A/V assistance, but we have \$6,000 which will cover the cost for food and drink. Cassie got a quote for \$1,500 for A/V assistance and the Section should be prepared to pay for it. The subcommittee is proposing to go over budget to pay for the cost.

Dominic had his firm sponsor the A/V service last year and Ryan was able to do it without A/V services. Most feedback was positive to have a hybrid so that they can attend.

Ryan responded said we have budgetary resources to do it. He rented the A/V equipment from McMenamins, but it was basic. Ryan expressed that if we have the money, we should invest in A/V.

Hannah reported about the need for an increase for the cost of registration, a \$5 increase for all registration types. However, there will continue to be a “need based” exception.

Dominic moved to authorize the expenditure up \$2,000 on A/V services and increase of registration by \$5 annual CLE participation for all registration types. Sage Ertman seconded. No discussion. Motion unanimously passed.

Cassie reported about the possibility of co-sponsorship to reduce costs. Stacy reported that co-sponsorship with OSB has new requirements, we need to reach out to OSB to see if there is an interest in co-sponsorship. Stacy would provide more information for next year.

Dominic reported that to record the CLE, you need consent forms from all the speakers.

## 7. Committees

### a. Pro Bono (Olivier Jamin)

### b. Diversity (Sage Ertman, Sara Ghafouri, Rebka Dawit, and Laura Kerr)

Sage Ertzman reported. The subcommittee is planning the diversity career panel. List of names for potential panelists and discussion how the diversity committee to help with other subcommittees.

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

Nothing new to report.

**d. Annual Award/Meeting (Lindsay Thane, Chris Thomas, and non-EC member)**

Nothing new to report.

**e. Legislation (Mike Eliason)**

Nothing new to report.

**8. Technology (Hannah Goldblatt and Maureen Bayer)**

Maureen Bayer reported that she will be doing updates on the website and consolidated information into the google drive.

**9. Other/New Business (Dominic Carollo)**

Meeting adjourned at 12:36 pm.

## Oregon State Bar Statement of Activities - Actual vs Budget

	Month Ending May 31, 2024 <small>Actual</small>	Year To Date May 31, 2024 <small>Actual</small>	Year Ending December 31, 2024 <small>Budget</small>	December 31, 2024 <small>% of Budget</small>	Month Ending May 31, 2023 <small>Current Month-PY</small>	Year To Date May 31, 2023 <small>Prior Year</small>
<b>Operating Revenue</b>						
Registrations	0	0	5,500	0.0 %	0	0
Membership Fees	50	12,950	12,375	104.6 %	25	12,125
Total Operating Revenue	\$ 50	\$ 12,950	\$ 17,875	72.4 %	\$ 25	\$ 12,125
<b>Expenditures</b>						
Conferences / Seminars	0	2,900	6,500	44.6 %	0	150
Education	0	0	5,000	0.0 %	0	0
Gifts & Awards	0	500	500	100.0 %	0	0
Luncheon CLE_Meetings	40	40	0	0.0 %	0	0
OSB Support Service Assessment	10	5,358	5,367	99.8 %	48	5,159
MCLE Sponsorship Applications Fee	25	25	300	8.3 %	0	40
Telephone - Conference Calls	20	100	240	41.7 %	20	100
Miscellaneous Expense	0	0	500	0.0 %	0	0
Annual Event	0	1,465	3,000	48.8 %	0	2,510
Total Expenditures	\$ 95	\$ 10,388	\$ 21,407	48.5 %	\$ 68	\$ 7,959
<b>Change In Net Assets</b>	<b>\$ (45)</b>	<b>\$ 2,562</b>	<b>\$ (3,532)</b>	<b>(72.5) %</b>	<b>\$ (43)</b>	<b>\$ 4,166</b>
<b>+ Net Assets - Beginning</b>	<b>\$ 18,128</b>	<b>\$ 15,521</b>	<b>\$ 0</b>	<b>0.0 %</b>	<b>\$ 20,964</b>	<b>\$ 16,755</b>
<b>Net Assets - Ending</b>	<b>\$ 18,083</b>	<b>\$ 18,083</b>	<b>\$ (3,532)</b>	<b>(512.0) %</b>	<b>\$ 20,921</b>	<b>\$ 20,921</b>
<b>Paid Headcount</b>	<b>518</b>	<b>518</b>	<b>0</b>	<b>0.0 %</b>	<b>485</b>	<b>485</b>
<b>Comp Headcount</b>	<b>46</b>	<b>46</b>	<b>0</b>	<b>0.0 %</b>	<b>58</b>	<b>58</b>
<b>Section Member Count</b>	<b>564</b>	<b>564</b>	<b>0</b>	<b>0.0 %</b>	<b>543</b>	<b>543</b>

**Oregon State Bar**  
**Section Detail Report**  
 For Current Month (05/01/2024 to 05/31/2024)

Posted dt.	Doc dt.	Doc	Memo/Description	Department	Project	Project name	Location	JNL	Debit	Credit	Balance
<b>4405 - Membership Fees (Balance forward As of 05/01/2024)</b>											
05/09/2024	05/09/2024		1640 Aptify Orders Batch - 20240509		813	Section	Section	100 APTJ		25.00	(25.00)
05/15/2024	05/15/2024		1641 Aptify Orders Batch - 20240515		813	Section	Section	100 APTJ		25.00	(50.00)
<b>Totals for 4405 - Membership Fees</b>									<b>0.00</b>	<b>50.00</b>	<b>(50.00)</b>
<b>Net change for - Membership Fees</b>											<b>(50.00)</b>
<b>7538 - Luncheon CLE Meetings (Balance forward As of 05/01/2024)</b>											
05/13/2024	05/13/2024		Apr24 CLEBill - Sitz, Marika: Apr24 CLE event event		813	100000	No Project	100 APJ	40.00		40.00
<b>Totals for 7538 - Luncheon CLE Meetings</b>									<b>40.00</b>	<b>0.00</b>	<b>40.00</b>
<b>Net change for - Luncheon CLE Meetings</b>											<b>40.00</b>
<b>7745 - OSB Support Service Assessment (Balance forward As of 05/01/2024)</b>											
05/31/2024	05/31/2024		Sec Admn Fee Sec Admn Fee		813	100000	No Project	100 GJ	9.50		9.50
<b>Totals for 7745 - OSB Support Service Assessment</b>									<b>9.50</b>	<b>0.00</b>	<b>9.50</b>
<b>Net change for - OSB Support Service Assessment</b>											<b>9.50</b>
<b>7746 - MCLE Sponsorship Applications Fee (Balance forward As of 05/01/2024)</b>											
05/31/2024	05/31/2024		MCLE FundsMay 2024 MCLE Funds Tx Tx		813	100000	No Project	100 GJ	25.00		25.00
<b>Totals for 7746 - MCLE Sponsorship Applications Fee</b>									<b>25.00</b>	<b>0.00</b>	<b>25.00</b>
<b>Net change for - MCLE Sponsorship Applications Fee</b>											<b>25.00</b>
<b>7885 - Telephone - Conference Calls (Balance forward As of 05/01/2024)</b>											
05/31/2024	05/31/2024		Zoom SubscZoom Subsc Svcs May24 Svcs May24		813	100000	No Project	100 GJ	20.00		20.00
<b>Totals for 7885 - Telephone - Conference Calls</b>									<b>20.00</b>	<b>0.00</b>	<b>20.00</b>
<b>Net change for - Telephone - Conference Calls</b>											<b>20.00</b>
<b>Grand total</b>									<b>94.50</b>	<b>50.00</b>	<b>44.50</b>