

OREGON STATE BAR – DEBTOR-CREDITOR SECTION

EXECUTIVE COMMITTEE MEETING NOTICE AND AGENDA

Thursday, September 29, 2022, at 4:00 p.m.
Farleigh Wada Witt 121 SW Morrison Street, Suite 600
Portland, Oregon 97204
Remote Access Via Debtor Creditor Zoom Account
(Access Code & Phone Number Circulated Separately)

2022 Members: Margot D. Seitz (Past Chair), Erich M. Paetsch (Chair), Cassie K. Jones (Chair Elect), Douglas R. Ricks (Treasurer), Rosemary Zook (Secretary), Judge Teresa Pearson (Ex-Officio Member), Jeanne Sinnott (Member), Laura Zaro (Member), Craig G. Russillo (Member), Judson M. Carusone (Member), Holly Hayman (Member), Belle Na (Member), Tony Kullen (Member), with Robert Milesnick (BOG contact) and Karen Lee (OSB Liaison).

AGENDA

- **Call to Order. 4:02pm.**
- **General Welcome.**
- **Minutes.** Discuss and approve minutes for April 1, 2022, and May 13, 2022, meetings (attached to Agenda). Move to approve by Cassie, seconded by Margot & Doug. **No abstentions, approved.**
- **Treasurer’s Report.** Presentation from Section Treasurer, Doug Ricks regarding the state of the 2022 section budget. All reports can be found on the OSB website after logging in, accessing the Member Groups Tab, and then selecting the Treasurer Tools option.

Doug indicates that the latest reports through the end of August, we are roughly on budget. What is unknown is tomorrow's event (the annual meeting and CLE). We budgeted 25k in expenses and thought we might see 18k in revenue. For the year, we are roughly 13k ahead for revenue over expenses. We have grown the reserve but we expect that to change by the end of next month. We are tracking with the budget but not sure how things will pan out by the end of the year. We do have a decision to make about whether we need a waiver for any reserves.

Cassie asked if we could have a social event to spend down funds.

Erich suggested that before we commit, we need to see what happens with the annual meeting.

Margot asked if we can get an extension for deadline to request exemption.

Kes reported that we would have to give a good reason and go through the bar.

- **Committee Assignments & Reports.** Brief committee updates from EC Liaison on committee activities. Potential opportunities for EC Liaison duties remain highlighted in **BOLD**:

<u>Committee</u>	<u>EC Liaison</u>	<u>Chair</u>
Annual Meeting & CLE	Rosemary Zook	Britta Warren & Tom Stilley

	reported on track for the event, nothing else to report	
Consumer Bankruptcy	We need a liaison, will be discussed at annual CLE	
Legislative	Erich Paetsch	Tony Kullen is talking on 9/30, no other updates since last meeting; this will be discussed at the CLE.
Newsletter	Margot Seitz	Margot Seitz is collecting letters for newsletter, and needs someone to step in and be liaison next year, Margot will not have that role anymore but she was finding authors. We need someone on this committee to take over getting authors since current editor of the newsletter is not a lawyer or and is not involved with the bar.
Nominating	Margot Seitz	Margot Seitz (past Chair) is getting emails out to general nominating committee, waiting for a couple people to respond on how they want their roles to be next year. We need one more agenda item next year to get folks on board so vote can go out. Erich noted that we need to get new folks involved because of a new term limit on roles. And we need a new NWBI liaison because Oren is rotating off.
NWBI	Craig Russillo	Judge Hercher, Rich Parker, Oren Haker - Judge Pearson will go on instead of Judge Hercher.
Pro Bono: (Portland)		Rich Parker Holly reported that the demand for legal aid is low and we do not have a wait list. We are able to direct match. That goes for entire state. The committee is now focused on what happens when demand picks up again and we return to in-person meetings.
Pro Bono: (Eugene)	Judson M. Carusone	Steve Behrends or ?????
Pro Bono: Task Force (incl. Bend, Pendleton & Salem)		Erika Hente (Lane County), Kristy Wood (Director of Operations), Jill Mallery
Saturday Session/Other CLEs	Jeanne Sinnott reports that there will be an	Loren Scott/Elayna Matthews

	update at the next meeting.	
New Lawyers	Cassie Jones	Cassie Jones reports that ONLD not back to in person events. There is not much else to report for updates.
Public Education (Portland and Eugene combined)	Cassie Jones	Britta Warren & Cassie Jones
Website	Laura Zaro	Laura Zaro has been doing updates, need updated minutes. She also needs to talk to webmaster about removing events after they are passed. Erich mentioned that we need clarification about who is in charge of making changes, and that a single point of contact would be helpful. Laura could be the point of contact, and perhaps cc Kent Anderson.
Local Rules and Forms	Douglas Ricks reports that the latest changes are out for comment, and the deadline is October 28th.	Chris Coyle
Award of Merit	Past-Chair (Margot Seitz)	Margot Seitz
Federal Bar Association Rep.	Tony Kullen has nothing to report	
Donation Requests	Chair (Erich Paetsch)	N/A

- **Award of Merit (Motion Required).** Discuss Nominees and recommendations from Award of Merit Committee and vote to approve nominations following straw poll response from Executive Committee.

Great process for nominations. There were two nominees- Rich Parker & Gary Blacklidge. Everyone who responded was in favor. **Motion to approve these nominees. So moved by Cassie, seconded by Jeanne. No abstentions, approved.**

- **2023 Annual Meeting Scheduling Update.** Discussion regarding location considerations and potential date of October 6/7, 2023.

We are looking at a few places and two places came up for discussion- Hood River and Newport.

- **Newsletter Editor Contract Extension (Motion Required).** Discussion regarding newsletter editor request to increase compensation by 10.00% for new contract term. Proposed contract would provide the following with Committee Approval:

In consideration for Editor's services and upon approval of the Section, Bar agrees to pay Editor \$1,650.00, upon publication of each edition of the Newsletter. Editor agrees to submit an invoice for all amounts due to OSB Accounts Payable at accountspayable@osbar.org or OSB Accounts Payable, P.O. Box 231935, Tigard, Oregon 97281-1935. Upon approval by the Section Treasurer, the Bar shall pay Editor, from Section funds, within 30 days of receipt of the Section invoice.

Margot reports that Rene wants 10% increase in pay, which is reasonable. This would mean an increase to \$1650/issue from \$1500/issue. **Cassie moved for approval, no abstentions, approved.**

- **Northwest Bankruptcy Institute Committee.** Discussion regarding nominees to join planning committee for the NWBI (Business Bankruptcy Representative).

Erich requested that any suggestions be reported to Karen Oakes, Judge Pearson, or Erich.

- **Section Dues Increase (Motion Required).** Discussion whether to increase Section dues for 2023 and if an increase is warranted what is the correct amount.

Erich indicates that we need to make a decision about increasing dues because we need to get budget approved soon. Dues have not been increased in a while.

- **OSB Fund Balance Carry Over (Motion Required).** Discussion regarding OSB Policy and fund balance carryover, Section Budget, projections and waiver request. Here is the policy:

Per OSB Policy 14.400(a)(b), sections with a fund balance that exceeds two years of membership dues on December 31 will pay the full per member assessment fee of \$19.00. A section with a fund balance less than two years of membership fees will receive a 50% subsidy on the per member assessment. Example of how to calculate two years of membership fees in reserve: if your section has 225 total members (210paid & 15comp) and your membership fee is \$15, the fund balance carryover must be less than $225 \times \$15 \times 2 = \$6,750$ to receive the 50% assessment subsidy.

Judge Pearson asked if we can make a contribution to pro bono or campaign for equal justice.

Erich asked if we could do a 'thank you' event for pro bono volunteers and noted that we are trying to spend down our surplus.

Margot and Cassie report that we have shown a good trend of spending down but need to show a plan of how we are going to further spend down for the next waiver application.

Motion to submit the exemption but continue to discuss contingencies. Cassie moves, Tony seconds. No abstentions, approved.

- **Executive Committee and Officer Nominations.** Discuss open officer and director positions for 2023, term limit policy and potential nominees for recommendation to committee. Please note that under the current Section Bylaws, no Bar member may be a member of the Executive Committee for a period longer than nine years.
- **Charitable Request.** Review and discuss request of the Commons Law Center and draft policy for consideration, discussion, and potential adoption. Draft of policy will be circulated by email in advance of meeting separately.

Common Law Center request. Erich reports we have money in budget. We will postpone discussion until next meeting to see what happens with the bar waiver.

We are deferring action on this request.

- **Section Promotion Opportunity.** The Oregon State Bar will be swearing in new attorneys during a ceremony on Thursday, October 13th at Willamette University. Immediately following the ceremony, the Oregon New Lawyers Division (ONLD) will host a reception and would like to offer the opportunity to co-host. If your association currently offers free admission to new members, your contribution to co-host the reception would only be \$60. If your association does not offer free membership, the contribution is \$120. Deadline to respond is September 29, 2022.
- **Next Section EC Meeting depends on votes at this meeting. If any change in dues is made, budget must be reviewed and approved by October 17, 2022, and a new meeting must be scheduled. If no change in dues occurs, the next meeting will be on November 3, 2022, at NOON p.m. via Zoom.**
- Erich did closing comments- thank you to all, and nothing else to add. **Closing 5:20**