**Agenda**

Executive Committee

Sustainable Future Section

November 4, 2011

3:00 PM to 5:00 PM

(Executive Committee Meeting Begins After Conclusion of Annual Meeting)

Davis Street Tavern

500 NW Davis Street, Portland

Attendees: Jim Kennedy, Chair, Diane Henkels, Jen Gates, Rod Wegener, Dick Roy, Michelle Slater, Chair Elect, Robin Bellanca Seifried, Treasurer, and Dallas DeLuca, Secretary. Guests: Stacey Mark, Barry Woods, Bobby Mauger.

1. Opening Remarks--Jim
   1. Jim discussed attendance at recent Land Trust CLE program, including results of increasing membership and revenues.
   2. At that CLE Program, there was a discussion of the need for pro bono legal services for land trusts. There was a discussion at that CLE for a possible joint initiative by Section and the Land Use & Real Estate section for training lawyers to be able to provide pro bono services on land trust issues.
   3. After CLE program on land trusts, Jim was contacted by two land trusts to provide additional land trust CLEs in eastern Oregon. The Section Executive Committee will consider that for early next year’s programs.
   4. Jim discussed example of land trust recently created on a barrier island off the coast of South Carolina. He also discussed the high level of ecological protection in South Carolina, and wide amount of land protected.

2. The Executive Committee approved the Minutes of October 7, 2011 Executive Committee Meeting (*Decision*)

Minutes approved.

3. Best Practices Committee--Bobby Mauger and Diane Henkels (*Report*)

1. Bobby reviewed proposals for Best Practices descriptions and tips to be either (or both) on website or in newsletter (see attachment A).
2. Diane discussed activities of the Best Practices Committee.
3. Executive Committee discussed balance between office practices and legal aspects of sustainability as focus for Section and as content in newsletter.
4. Executive Committee discussed presentation and organization of Tips and Best Practices on website.

4 Inclusion of Sustainability Resources on Web Site--Dallas and Diane (*Report*)

1. That part of the website is now live.
2. Announcement of that will be in next newsletter.

5. Membership Development--Robin (*Report*)

1. Currently, the Section has 290 members per data from Sarah Hackbart.
2. Robin led discussion of contacting attorneys at firms to recruit members at those firms to join the Section in 2012. Annual billing statements from Bar are sent to attorneys the week after Thanksgiving, and attorneys must respond by January 31 to the Bar with section selections.
3. Robin described the Executive Committee email that went to new admittees and the two-for-one offer for new admittee membership. The Bar will inform the Executive Committee in January as to the response to the two-for-one offer.

6. Partners in Sustainability (Final Criteria, Implementation and Law Firm Recognition)--Dick, Dallas and Jim (*Report and Discussion*)

1. Dick discussed goal – for any firm to be recognized if they pass certain objective criteria.
2. Dick described work products of the committee - Model law office policy.
3. Dick led discussion of Final Criteria. Dick requested that Executive Committee members send comments on the proposed criteria by November 11. Robin, Michelle, Jim, Barry, and Jen will send comments.
4. Jim stated that final approval on criteria must be voted on at next Executive Committee meeting.
5. Executive Committee discussed list of marketing ideas. See attached.

7. NABE Conference--Michelle, Rod, Diane and Jim (*Report*)

1. Rod discussed details of event and high level of enthusiasm at the Bar for the Bar’s sustainability presentation at the NABE conference.
2. Rod will be moderator and Sylvia Stevens and Michelle Slater will be presenters during a one-hour break-out session at the NABE Conference. Rod is talking to other state Bars to find another presenter.
3. Rod, Michelle, Diane, and Jim will meet next week to discuss the NABE Conference presentation outline and materials that Bar needs to send to NABE by mid-December.
4. Presentation materials will be posted on NABE website.
5. The goal is to present to other Bars what they can do internally and for their members.
6. Notice about NABE Conference presentation will be a notice in the next Section newsletter.

8. 2012 Budget--Robin (*Decision*)

1. Executive Committee discussed budgeting $1000 for marketing for Partners program, adding to the budget presented by Robin.
2. Diane led discussion of adding budget line for giving contributions to other groups.
3. Moved to add $1000 to budget for Partners program, $200 to contributions, and increasing revenues from program registrations to $800.
4. Budget proposed, as amended above, passed.

9. Annual Section Celebration--Robin and Jim (*Discussion*)

1. Robin led discussion of annual celebration on Nov. 17 at Schwabe. RSVP goal is 100, which is the capacity.
2. Clark Brockman is the speaker.
3. Executive Committee discussed sending the invitation to other Sections. Passed.

10. Old Business

1. Diane led discussion of comments on the submission to the Rio 20 project.
2. Dick discussed *Journey to the Universe* program planning.
3. Dick noted article in OSB *Bulletin* on obstacles to sustainability.
4. Barry discussed upcoming presentation on electric vehicles.
5. Jim provided update on Office of Legal Guardian study group.

End 5:17 PM