**February 2014 Executive Committee Meeting Minutes – Final**

**OSB Sustainable Future Section**

February 6, 2014, 9:00 AM, at Stoel Rives

Present: Max Miller, Maggie Vining, Dick Roy, Jim Kennedy, Robin Seifried, Jennifer Gates, Michelle Slater, Ann McQuesten

By phone: Diane Henkels, Monique Hawthorne

Absent: Janna Aginsky

Recognition and Awards Committee

Ann McQuesten presented the Awards Committee’s suggested revisions to the OSB Partners in Sustainability criteria. The EC discussed the criteria at length and agreed on the following substantive revisions:

* Paper products must have at least 100% post-consumer recycled content.
* For copiers and printers that do not have a duplex setting, the office must consider purchasing a device that allows the copier or printer to print in duplex.
* For medium and large offices electing this option, office announcements, invitations, and holiday greetings must either be sent electronically or have 100% post-consumer recycled content and be 100% recyclable.
* Office policy must call for giving preference to the purchase of Energy Star appliances when the office purchases new or replacement appliances.
* Computer monitors must be set to go to sleep after 30 minutes or less.
* Offices may place trash cans at individual workstations.
* Coffee, sugar, creamer, salt and pepper and condiments must be purchased in bulk rather than in single-serving packets.
* Food scraps must be composted if the building in which the office is located provides compost collection service. If the building in which the office is located does not provide compost collection service, the office must hold discussions with the building owner’s representative regarding the feasibility of implementing such service.
* Offices must implement and educate personnel about options for reducing business travel by, for example, installing teleconferencing equipment, subscribing to GoToMeeting or similar services, or instructing personnel on the use of Skype.
* Incentives must be provided for non-car commuters in the form of subsidies and/or items like showers, changing rooms, lockers and/or secure and dry bike storage on premises for medium and large offices, or available nearby for small offices.
* For medium and large offices electing this option, offices must purchase a shared vehicle or one or more car-sharing memberships and post this information for personnel.

In connection with the revisions, Michelle Slater raised for discussion the idea of putting on a CLE directed at solo and small firm practitioners about office practices that reduce travel. Diane Henkels reported that she is working on this and will report further next month.

The EC then discussed whether Partners applications should be subject to a hard deadline or if applications should be accepted on a rolling basis. The EC decided that Partners will be included in Section publicity if accepted by June 30, but that applications will be accepted year round. Jim Kennedy noted that the language in the Partners Program criteria is broad enough that the Section can announce Partners accepted by June 30 either in the Bar Bulletin or in an email sent to all Bar sections. No decision was made regarding how the Section will make announcements; the Awards Committee will make a plan to be implemented post-June 30.

The Awards Committee will also make a plan to contact previous Partners explaining the changes to the criteria and to announce and market the Partners Program. An announcement will also be included in the next issue of the Long View.

Program Committee

Maggie Vining reported that the Program Committee is working on adding new members. Max Miller confirmed that he will join; Jim Kennedy and Dick Roy are working on trying to find more members. Jennifer Gates reminded the EC to send her ideas for potential committee members.

Maggie further reported that the program “Is Western Water Law Sustainable?” on January 15, 2014 had 32 attendees and that 2 attendees signed up for the Section at the program. She also noted that the Section website does not contain an up-to-date schedule of programs and the EC discussed the need for a webmaster that consistently updates content. Robin Seifried volunteered to talk to Dallas DeLuca to see if this is something she can do; Michelle Slater suggested asking the Bar to provide web services.

Jim Kennedy reported that the Corporate Social Responsibility program scheduled for today (February 6) will be cancelled due to weather and rescheduled for February 20 from 4:30-6pm with a reception immediately following. Michelle Slater asked if there may be an article spinout from the CSR program and Max Miller reported that he thinks the presenter will be willing to prepare something.

Maggie Vining reported that the Program Committee is not going to focus on webinars for now and that the Section will continue to offer the option to call in to programs for out of town members but not for members in Portland. Diane Henkels disagreed with this decision based in part on the OSB House of Delegates determination that CLEs should be accessible to all Oregon attorneys. The EC discussed the issue and determined that the Program Committee will revisit telephone conferencing for programs with Diane’s participation. The Program Committee will also raise the cost of attending Section CLEs to $20.

Maggie Vining provided a summary of programs planned for 2014, including a program on the sharing economy in the spring, an Endangered Species Act program in the spring or summer, and an access to justice or ethics credit in the fall or earlier.

Follow Up Discussion of Annual Meeting

Jennifer Gates led a discussion of whether the EC will adopt a theme for 2014. Maggie Vining reported that the Program Committee did not discuss whether it would put on programs based on an annual theme, but that it will report back after discussing. Max Miller noted that the Environmental and Natural Resources Section recently put out a comprehensive report on water quality and quantity, but that there is still room for the SFS to approach this topic as a theme. Dick Roy suggested that Janna Aginsky present a concept paper outlining the Section’s adoption of a water theme. Max Miller will contact Janna to see if this is feasible; Michelle Slater will join the conversation.

Michelle Slater noted that President Obama designated Corvallis, Oregon as the location of a climate hub and suggested that the EC might explore this topic.

Dick Roy suggested that the EC set up a study committee to explore the law surrounding cooperatives. The EC approved of this idea; Dick will report back on efforts to find someone to chair such a committee. Tad Everhart of the Northwest Cooperative Development Center was suggested as a possible resource for this project.

Meeting Schedule

Jennifer Gates asked the group about its availability for future EC meetings and determined that meetings will be scheduled for the first Thursday of each month at 9 or 9:30 AM.

The meeting was adjourned at 10:36 AM

Next Meeting: Thursday, March 6th, 9:30 AM, at Tonkon Torp