

**OSB SFS Executive Committee  
July 16, 2015 Meeting Minutes**

**Time:** 9:30 - 10:53 AM

**Location:** Tonkon Torp, 1600 Pioneer Tower, 888 SW Fifth Avenue

**Attendance:** Robin Seifried, Lindsey Berne, Michelle Slater, Jennifer Gates, Max Miller, Diane Henkels, Maggie Vining, Jim Kennedy; Quorum achieved.

**Guests:** Matt Raeburn, Justin Carter

**Not present—excused:** Dick Roy, June Wyrick Flores

Approve May 21, 2015, Meeting Minutes

**CHAIRS NOTE:** PLEASE COME TO SEPTEMBER'S MEETING as OSB will be there to discuss section.

**Committee Reports and Mid-Year 2015 Goals Check-in (see Goals last page) -**

**Awards/Partners Committee (Jen)** - Goal was to determine and implement Award frequency— We have published the notice for the 2015 Sustainable Law office Award, deadline for award application is Aug 28 w/one app received so far, and by we will publish the notice for 2016 soon. We have not quite up to the goal. Re Partners: we are not revising criteria this year.

**Editorial Committee (Ann)** - Goal to issue four newsletters. Hope to publish something end of this month and deadline was yesterday, hoping to publish in the next few weeks. On track to meet goal or almost since we have quarterly.

**Programs Committee (Maggie)** - explore technological outreach and blockbuster program; 4 to date: bike law is Aug 26, synergistic w/Law Office award; hope to have an ethics program and a program w/sage; will not meet the goal of blockbuster; technology; have a remote speaker; B-Corp champions Retreat preceding the retreat.

All - expand non-EC member participation - Programs committee includes Courtney Johnson; Awards/Partner has Alex Thatz; Matt Raeburn is ready to participate.

**Legislative Update (Diane)** - Note that bills tracked did not include all bills SFS communicated to OSB as bills of interest.

Suggestion to compare the Legislative CLE program to the bills tracked:

<http://www.osbar.org/pubaffairs/reports/BarGroupBillSummary.html?bargroupid=835>

<http://osbsustainablefuture.org/home/past-cle-materials/>

Suggestion to have a subcommittee for leg affairs that works w/programs for the program & identifies bills, active Nov-June. Diane to contact Matt and report back at September mtg.

**Webmaster (Jen)** - Motion passed to approve contract to retain Rinee Merritt for the year (2015) and budget up to \$3,000 for hourly billing w/tasks to design and update the site (CLE materials, mtg minutes and agendas), perhaps start her on the newsletter. Send information directly to Renee, w/Jen as designated point person for discretionary decisions on what gets

posted. August meeting to discuss what we should add to website to update the “Resources” section.

**Membership (Robin) - upcoming events—**

Swearing in ceremony - Discuss what SFS should do, SFS has pdf of information we can include and we will update that and send that to the Bar in time for the Fall swearing in ceremony. Learning the Ropes CLE (August contact, November program) - Robin will send Barbara the above pdf and see if that will work.

Reviewing goals of increasing Outreach (see notes in attached “Goals”):

**Outreach committee pilot effort (Lindsay) -** Picked date of 11/14, for the Friends of Trees event in the Tabor neighborhood; FOT reserving a block for SFS. Lindsay’s contact at Boston bar said their weekend events get 10-15 people participating. Discuss whether to partner w/ another organization for this—Volunteers are great, but partnership is better, possibly do an annual event. Agree that pilot is best for this year. Discuss process of announcing this: at program, and in next newsletter.

**Climate Change Task Force (Michelle in Dick’s place):** Most recent meeting was July 7, re-search scheduled 11/20, and first draft ready for group to review in November. Thirteen people. Suggestion by Matt R to contact those who had expressed interest but were not included in smaller group of drafters.

Adjourn early at 10:53. Next meeting is 8/27/15 at Davis Wright Tremaine and by call-in

## 2015 GOALS

1. Explore New Subgroups
  - a. Climate Change Task Force
  - b. Outreach Committee - arrange a pilot activity (Jim, Lindsay)
2. Increase Outreach
  - a. Strengthen relationship with OSB President/BOG liaison—OSB is coming to visit in September; get our liaison to our August mtg
  - b. Expand non-EC member participation in subgroups—
  - c. Explore non-Portland EC member and events to promote the section—See what our outreach does re the Awards.
  - d. Include at least one new EC member (Lindsay or June) on the nominating committee
  - e. Sponsor “Learning the Ropes” CLE (attract new admittees)
  - f. Explore setting up a listserve—perhaps for future, table and revisit 2016
  - g. Hire webmaster—done
3. Awards Committee - determine and implement Awards schedule (frequency of Award)
4. Editorial Committee - issue four newsletters (quarterly)
5. Programs Committee - explore technological outreach and blockbuster speaker