

**EXECUTIVE COMMITTEE  
OREGON STATE BAR FAMILY LAW SECTION  
August 3, 2023 MINUTES**

**Present:** Keri Smith, Vice President  
Shallon Halttunen, Secretary

**Members at Large:**, Kacie Bitzenburg, Kayla Steindorf, Adam Shelton, Brittany Berkey  
Zachary Gottlieb, Patrick Melendy, Annelisa Smith, Amanda Thorpe (late)

**Also Participating:** Susan Grabe, OSB

**Absent:** Hon. Erin Fennerty, Kristi Skalman, Samantha Benton, Shala Kudlac, Laura Eckstein, Alexander Jones

**Call to Order.** Keri Smith called the meeting to order at approximately 12:04 p.m. The meeting took place via Zoom. A quorum was present.

**Approval of Minutes.** The Amended Minutes of the Family Law Section Executive Committee (FLEC) meeting held July 6, 2023, were circulated in advance of the meeting. Pat Melendy moved to approve the Amended Minutes; Adam Shelton seconded. Motion passed unanimously.

**Treasurer's Report:** The treasurer's report was circulated in advance of the meeting. No discussion regarding the report.

**CONTINUING BUSINESS**

- **Annual Conference Subcommittee.** Committee members: Alex Jones, Keri Smith, Pat Melendy, Kayla Steindorf, Samantha Benton, Zach Gottlieb.
  - *Pat Melendy reports the sponsors include: Adam and Patrick's firms and SoberLink. Our Family Wizard inquired about sponsoring.*
  - *Kayla Steindorf reports the rooms are reserved; the schedule is complete and video replay is ready.*
  - *Keri Smith reports the Family Law website is updated.*
- **Awards Subcommittee.** Committee members: Brittany Berkey, Kristi Skalman, Adam Shelton. Chair: Brittany Berkey.

- *Brittany Berkey reports:* An awards plaque needed. Brittany will connect with Susan Grabe to obtain the award. Working on scheduling for Laura to accept the award.
- Discussion regarding a gift for the award recipient. Previously award recipients received a Pendleton blanket. Need to confirm whether Nicole (last year's recipient) received a blanket. Brittany will reach out to Jennifer to see about getting a blanket.
- **Legislative Subcommittee.** Committee members: Amanda Thorpe, Annelisa Smith, Kacie Bitzenburg, and Shala Kudlac.

No update.

- **Family Law Newsletter.** Committee members: Amanda Thorpe and Samantha Benton.

No update.

- **Conference Location Committee.** Committee members: Kacie Bitzenburg, Chair, Alex Jones, Pat Melendey, Amanda Thorpe, and Shala Kudlack.
  - *Keri Smith reports – Judge Fennerty reports. Judicial conference dates are not yet set.*
  - *Kacie reports:*
    - *Salishan: Quotes are 2024 & 2025. Similar to 2023/24 contract. Includes additional comp rooms/ability to re-evaluate after 2023 conference.*
    - *SunRiver has been slow at responding with a quote.*
  - *Amanda reports:* Looking into the possibility of a hybrid conference. Salishan has the ability to do hybrid conferences. The committee has not previously wanted to offer hybrid/replay. Has proposed 2024-2025 contract. Looks like a better deal than the current. Need to look at the food minimum. Bumped another group for us to get preferred dates. Amanda would like to lock 2024 down and keep options open for 2025-26.
  - Discussion about the ability to meet room minimums for a hybrid conference; the food cost is a little high. Have the ability to (based on food for 400 people) re-evaluate. If we do virtual/hybrid, will require a new model.
    - *Last year the food was conservative.*
    - *The fee is higher this year.*

**NEW BUSINESS**

None

The meeting was adjourned at 12:17 p.m.

**Next Meeting:** September 7, 2023, at 12:00 p.m. via Zoom.

Minutes prepared by Shallon Halttunen, Secretary to the Oregon State Bar Family Law Section Executive Committee.