

**EXECUTIVE COMMITTEE  
OREGON STATE BAR FAMILY LAW SECTION  
AUGUST 8, 2024 MINUTES**

**Present:** Keri Smith, President  
Shallon Halttunen, President Elect  
Alexander M. Jones, Secretary  
Kristi Skalman, Treasurer

**Members at Large:** Kayla Steindorf, Brittany Berkey, Shala Kudlac, Patrick Melendy, Amanda Thorpe, and Adam Shelton. (Absent: Kacie Bitzenburg, Annelisa Smith, Seth Hantke, and Laura Eckstein).

**Others Present:** Susan Grabe, Oregon State Bar.

**Call to Order.** Keri Smith, President, called the meeting to order at approximately 12:02 p.m. The meeting took place via Zoom. A quorum was present.

**Approval of Minutes.** Patrick Melendy moved to approve the minutes from the July meeting, Kayla Steindorf seconded, and the vote to approve the minutes was unanimous, with one member abstaining. Discussed missing May minutes, and the need to get those from Amanda Thorpe.

**Treasurer's Report** - Kristi Skalman. Still need send out the donation to the Campaign for Equal Justice. We went through documents that will need to be signed by the treasurer for the upcoming conference.

**Continuing Business:**

1. Conference Subcommittee Update – Kayla Steindorf. Discussed the CLE form that needed to be done and the costs for the conference. The conference committee recommended positions is: no on recording the conference because of the issues discussed at the last meeting. Discussed the finances of the last conference and how last year it was revenue neutral.

Voted to keep the conference fees the same this year, Kayla Steindorf moved for approval, Patrick Melendy seconded the motion. The motion passed unanimously.

Voted to not have the Bar recorded the conference, Patrick Melendy made the motion, Adam Shelton seconded, the motion passed, with Amanda Thorpe opposed, The opposition noted on the record.

The food menu for the conference been sent out to everyone, and the conference subcommittee has asked for commentary on the menu.

Discussed the upcoming announcements for the annual conference and updating the website.

Susan Grabe came into the meeting at about 12:20 p.m. and additional discussion was had about recording the conference. The discussion primarily centered around what qualified as an accommodation for the conference. The Bar has not spoken with Kayla Steindorf about this recently. If additional information is provided we can schedule a lunch time vote, otherwise the current vote stands.

2. Awards Subcommittee Update – Brittany Berkey. No real update. Things are on track for the award ceremony.

3. Legislative Subcommittee Update – Amanda Thorpe. No update at this time.

4. Family Law Newsletter Update - Amanda Thorpe. Decisions are being made on the number of publications. Proposal was quarterly publications. Proposal is to stick with budget that has been allocated. Contract will be run through the Bar for approval prior to it being signed. Susan Grabe gave a reminder that newsletters from the section needs to be reviewed by the Bar.

5. Conference Location Subcommittee. - Amanda Thorpe. A minor change was made to the conference contract. The new contract should be approved soon.

**Next Meeting:** September 5, 2024 at noon.

**Adjournment of Meeting.** Meeting adjourned at 12:30 p.m.

**Minutes prepared by:** Alexander M. Jones, Secretary to the Oregon State Bar Family Law Section Executive Committee.