

Guidelines

For Bar Committee and Section Executive Committee Meetings

These guidelines are intended to make participation on Committees more accessible for members living outside the Portland area. Committees are urged to take these guidelines into account when meeting schedules are established.

1. Committee meetings should be limited to every six, or even eight, weeks, unless a particular committee's work load justifies more frequent meetings.
2. While planning meetings, committees should be mindful of where the majority of their members are located, while keeping in mind that some travel might be appropriate depending on committee make-up.
3. Committees should explore alternatives to regular meetings, such as phone or video conferences.
4. To schedule a meeting at the bar center, please email Logan Stewart at lstewart@osbar.org with the details for your meeting. Space at the bar center is available at no charge and the bar will provide coffee and tea for committee and section committee meetings. Please note that meeting space is assigned on a first come, first served basis.