

## Section Purpose

OSB Sections are entities of the bar and are led by section Executive Committees. The Bar created sections to further the Bar's mission to serve justice and the public interest by promoting respect for the rule of law, improving the quality of services, and increasing access to justice. Sections strive to provide Bar members who share interests in substantive areas of law with a forum for improving legal skills and knowledge, improving the law and action in matters of common interest, administration of justice, exchanging ideas and information, and engaging in pro bono service and other activities to increase access to justice. (OSB Bylaw 14.1)

Each section accomplishes these goals through a combination of section meetings, Continuing Legal Education programs, legislative activities, and publications.

## Section Meeting Guidelines

Sections are required to include an option for attendees to participate in meetings remotely. As such, sections can select one of the following options to conduct their meetings:

1. Opt to purchase an exclusive Zoom account through the Bar, to be managed by the Section Executive Committee; the account can also be used for section events and subcommittee meetings. A section account requires a one- year commitment and the cost is \$20 per month.
2. Utilize a member's personal or firm meeting platform.
3. (Default) Request that the OSB Licensee and Volunteer Engagement Department schedule Section Executive Committee meetings on a shared Bar Zoom account. There is no cost to use the Bar's shared account, but meetings can only be scheduled as availability permits and no more than three months in advance. Because of the high demand and limited availability, the shared Bar account is not available for section events or subcommittee meetings.

Note: Under options 1 and 2, the section executive committee is responsible for scheduling Zoom meetings and sending meeting notices and reminders to the Executive Committee. Logan Stewart, OSB Licensee and Volunteer Engagement Specialist, should be included on these notices. It is the section's responsibility to keep her informed of meeting dates to ensure the OSB has adequate time to comply with the public meetings law.

Sections must keep the Bar informed of all meetings of the section, including subcommittees, in order to comply with Public Meetings Law. The Chair or designee should submit the date, time, location, and principal subjects to be discussed, to the Licensee and Volunteer Engagement Specialist at least 10 days before the meeting date. If possible, a yearly meeting schedule or pattern should be established, and those dates should be shared with the Bar as soon as possible. More information about the Bar's approach to complying with Public Meetings Law is available [here](#). For additional guidance, see the Attorney General's [manual](#).

Section Executive Committees should explore alternatives to in-person meetings, such as virtual meetings, to encourage participation and increase access for Bar members outside of the Portland metro area.

To schedule a meeting at the OSB center, contact Logan Stewart at [lstewart@osbar.org](mailto:lstewart@osbar.org) with the desired date and time. Meeting space is available at the bar center at no charge on a first-come, first served basis. More information can be found [here](#).

OSB Meetings follow the most current version of Roberts Rules of Order. More information [here](#).