

ESTATE PLANNING COUNCIL OF PORTLAND, INC.

**AGENDA**

Annual Meeting of the Membership  
Friday, February 5, 2021  
12:00 p.m.

- Welcome/Call to Order Joshua Husbands, Esq.
- Nominating Committee Report Joshua Husbands, Esq.
  - VOTE on Officers & Directors
- Welcome to New President Joshua Husbands, Esq.
- Approval of Minutes Katherine VanZanten, Esq.
- Treasurer's Report Katharine Coakley, CTFA
- Membership Update Eric Hormel, CPA
- ADJOURN BUSINESS MEETING Eric Hormel, CPA

**ESTATE PLANNING COUNCIL OF PORTLAND  
OFFICERS AND DIRECTORS**

	2020 – 2021	2021 – 2022
<b>President:</b>	Joshua E. Husbands, Esq. (2022)	Eric R. Hormel, CPA (2023)
<b>Vice President:</b>	Eric R. Hormel, CPA (2023)	Katherine O. VanZanten, Esq. (2025)
<b>Treasurer:</b>	Katharine Coakley, CTFA (2024)	Katherine O. VanZanten , Esq. (2025) Katharine Coakley, CTFA (2024)
<b>Secretary:</b>	Katherine O. VanZanten, Esq. (2025)	Richard C. Pogue, CLU, ChFC (2026)
<b>Immediate Past President:</b>	Mary E. Lago, CFP®, CTFA (2021)	Joshua E. Husbands, Esq. (2022)

**"AT LARGE" DIRECTORS**

2020 – 2021		2021 – 2022	
Arlene Cogen, CFP® (Membership)	(Term Expires 2021)	Joylyn Ankeney, CPA	(Term Expires 2024)
Karen Hobson, Esq.	(Term Expires 2023)	Karen Hobson, Esq.	(Term Expires 2023)
Samantha Pahlow, CTFA	(Term Expires 2023)	Samantha Pahlow, CTFA	(Term Expires 2023)
Richard C. Pogue, CLU, ChFC	(Term Expires 2021)	Kimberly A. Spaulding, CPA	(Term Expires 2023)
Kimberly A. Spaulding, CPA	(Term Expires 2023)	Michael D. Walker, Esq.	(Term Expires 2024)
Michele E. Wasson, Esq.	(Term Expires 2022)	Michele E. Wasson, Esq.	(Term Expires 2022)

**ESTATE PLANNING COUNCIL OF PORTLAND, INC.  
MINUTES OF ANNUAL MEETING OF THE MEMBERSHIP**

*February 12, 2020*

Location: Rosa Rosa, Portland, Oregon

The annual meeting of the membership was called to order by President Mary Lago at approximately 6:20 p.m. Carol welcomed the membership to this annual event.

Member Survey:

Mary Lago announced the results of the member survey:

- Mini-seminars will remain at four per year;
- Continuing education for the mini-seminars will decrease from 90 minutes to 60 minutes;
- Food and beverages will be served prior to the presentation;
- Young Professional Events will continue to be held when appropriate; and
- The Annual Meeting continue to be held in January or February.

Mary recognized and thanked outgoing board members, Carol Wachter and Heather Guthrie.

Mary then recognized and thanked Melanie Lewis for her contributions to the Council and presented her with a gift.

Nominating Committee Report:

Mary Lago presented the Nominating Committee Report, including the following nominations:

<u>Name</u>	<u>Term Expires (at annual meeting)</u>
<i>Officers</i>	
Joshua E. Husbands, Esq., President	2022 *
Eric R. Hormel, CPA, Vice President	2023 *
Katharine Coakley, Trust, Treasurer	2024 *
Katherine O. VanZanten, Esq., Secretary	2025 *
Mary E. Lago, CFP®, CTFA, Past President	2021
<i>At Large Directors</i>	
Arlene Cogen, CFP®	2021
Karen Hobson, Esq.	2023
Samantha Pahlow, CTFA	2023
Richard C. Pogue, Insurance	2021
Kimberly A. Spaulding, CPA	2023
Michele E. Wasson, Attorney	2022

\* — Term can be extended as necessary to permit service as Past President

Mary invited and received no nominations from the floor. On a motion duly made and seconded, the nominations were closed. Mary put forth the slate of 2020 officers and board candidates to a voice vote. The slate as presented by the nominating committee was duly elected by the membership to serve for the periods indicated by their names.

Mary then introduced Joshua Husbands as the new President. Joshua thanked Mary for her years of service and as President of the Council during 2019 and presented her with a gift.

Minutes of the 2019 Annual Meeting:

Katharine Coakley presented the minutes of the January 2019 annual meeting. The minutes were accepted as presented with no comment or discussion.

Treasurer's Report:

Eric Hormel reported that the Council is financially strong. The treasurer's report was accepted as presented with no comment or discussion.

Membership Report:

Joshua Husbands presented the membership report. Total membership is 215, consisting of members in the following categories:

Attorney:	84
Accountant:	34
CLU, CFP®, ChfC:	32
Trust:	27
Associate:	11
Pathway Associate:	3
Additional:	1
Emeritus:	<u>23</u>
Total:	215

Fifteen new members for 2019 were admitted to the Council:

Susan Bock, Attorney  
Adam Clough, Pathway Associate  
Allison Grebe Lee, Trust  
Candace Jennings, Insurance  
Amy Kutzkey, Accountant  
Melissa May, Attorney  
Thomas Maynard, Accountant  
Alexandria Nunley, Accountant  
Julia Rice, Attorney  
Robert Riley, Accountant  
Miguel Santos, Trust  
Kara Stoddart, Pathway Associate

Jake Withnell, Pathway Associate  
Caitlin Wong, Attorney  
Carmen Wong, CFP®

The business meeting was adjourned at approximately 6:30 p.m.

Presentation to the Membership:

Joshua Husbands introduced the evening's speaker, Don Moore, Oregon Zoo Director.

Submitted on behalf of:

Katherine VanZanten, Secretary

# Estate Planning Council of Portland, Inc.

## BALANCE SHEET COMPARISON

As of December 31, 2020

	TOTAL	
	AS OF DEC 31, 2020	AS OF DEC 31, 2019 (PY)
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
Columbia Bank Checking 7683	80,877.79	
Columbia Bank Money Market #7774	129,145.98	
Money Market 401-02069 TEF	0.00	132,334.24
Seminar Checking 153607099477	0.00	119,405.32
<b>Total Bank Accounts</b>	<b>\$210,023.77</b>	<b>\$251,739.56</b>
Other Current Assets		
Prepaid Expense	1,283.35	
<b>Total Other Current Assets</b>	<b>\$1,283.35</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$211,307.12</b>	<b>\$251,739.56</b>
<b>TOTAL ASSETS</b>	<b>\$211,307.12</b>	<b>\$251,739.56</b>
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	979.62	8,302.91
<b>Total Accounts Payable</b>	<b>\$979.62</b>	<b>\$8,302.91</b>
<b>Total Current Liabilities</b>	<b>\$979.62</b>	<b>\$8,302.91</b>
<b>Total Liabilities</b>	<b>\$979.62</b>	<b>\$8,302.91</b>
Equity		
Retained Earnings	137,099.69	149,484.12
Net Income	73,227.81	93,952.53
<b>Total Equity</b>	<b>\$210,327.50</b>	<b>\$243,436.65</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$211,307.12</b>	<b>\$251,739.56</b>

# Estate Planning Council of Portland, Inc.

## PROFIT AND LOSS BY MONTH

May - December, 2020

	MAY 2020	JUN 2020	JUL 2020	AUG 2020	SEP 2020	OCT 2020	NOV 2020	DEC 2020	TOTAL
<b>Income</b>									
Annual Seminar Registration							18,024.66	14,824.11	\$32,848.77
Annual Seminar Sponsorship						22,597.91	15,938.52	12,686.37	\$51,222.80
Interest Money Market Account	5.56	5.29	5.47	5.47	4.59	3.28	3.18	3.28	\$36.12
Membership Dues	6,825.00	13,125.00	7,175.00	2,975.00	700.00		0.00		\$30,800.00
Publication Income					100.00				\$100.00
<b>Total Income</b>	<b>\$6,830.56</b>	<b>\$13,130.29</b>	<b>\$7,180.47</b>	<b>\$2,980.47</b>	<b>\$804.59</b>	<b>\$22,601.19</b>	<b>\$33,966.36</b>	<b>\$27,513.76</b>	<b>\$115,007.69</b>
<b>GROSS PROFIT</b>	<b>\$6,830.56</b>	<b>\$13,130.29</b>	<b>\$7,180.47</b>	<b>\$2,980.47</b>	<b>\$804.59</b>	<b>\$22,601.19</b>	<b>\$33,966.36</b>	<b>\$27,513.76</b>	<b>\$115,007.69</b>
<b>Expenses</b>									
Administrative Costs	386.00	98.00	146.63	130.43	119.00	540.70	130.43	117.12	\$1,668.31
Annual Seminar Expense		641.67	320.83	320.83	320.83	25,178.83	3,420.83	320.83	\$30,524.65
Bank Service Charges	37.95	255.89	300.40	261.25	161.75	90.14	89.90	97.00	\$1,294.28
Board Meeting						-500.00		-250.00	\$ -750.00
Business Licenses and Permits	50.00								\$50.00
Mini seminar expense						432.50	202.00		\$634.50
Office Supplies	48.48								\$48.48
Postage and Delivery	137.00		44.68	8.70		279.15			\$469.53
Printing and Reproduction						1,083.88			\$1,083.88
Professional Fees	1,131.25	575.00	975.00	862.50	793.75	862.50	868.75	687.50	\$6,756.25
<b>Total Expenses</b>	<b>\$1,790.68</b>	<b>\$1,570.56</b>	<b>\$1,787.54</b>	<b>\$1,583.71</b>	<b>\$1,395.33</b>	<b>\$27,967.70</b>	<b>\$4,711.91</b>	<b>\$972.45</b>	<b>\$41,779.88</b>
<b>NET OPERATING INCOME</b>	<b>\$5,039.88</b>	<b>\$11,559.73</b>	<b>\$5,392.93</b>	<b>\$1,396.76</b>	<b>\$ -590.74</b>	<b>\$ -5,366.51</b>	<b>\$29,254.45</b>	<b>\$26,541.31</b>	<b>\$73,227.81</b>
<b>NET INCOME</b>	<b>\$5,039.88</b>	<b>\$11,559.73</b>	<b>\$5,392.93</b>	<b>\$1,396.76</b>	<b>\$ -590.74</b>	<b>\$ -5,366.51</b>	<b>\$29,254.45</b>	<b>\$26,541.31</b>	<b>\$73,227.81</b>

# Estate Planning Council of Portland, Inc.

## PROFIT & LOSS PREV YEAR COMPARISON

May - December, 2020

	TOTAL	
	MAY - DEC, 2020	MAY - DEC, 2019 (PY YTD)
<b>Income</b>		
Annual Seminar Registration	32,848.77	51,903.46
Annual Seminar Sponsorship	51,222.80	64,136.51
Dividends Money Market Account		1,514.38
Interest Money Market Account	36.12	
Interest Seminar Account		3.45
Membership Dues	30,800.00	32,502.85
Mini seminar income		2,218.00
Publication Income	100.00	250.00
<b>Total Income</b>	<b>\$115,007.69</b>	<b>\$152,528.65</b>
<b>GROSS PROFIT</b>	<b>\$115,007.69</b>	<b>\$152,528.65</b>
<b>Expenses</b>		
Administrative Costs	1,668.31	3,656.25
Advertising		45.00
Annual Seminar Expense	30,524.65	23,149.00
Bank Service Charges	1,294.28	1,495.33
Board Meeting	-750.00	1,503.74
Business Licenses and Permits	50.00	7,765.00
Insurance Expense		683.00
Interest Expense		33.54
Meals and Entertainment		900.00
Mini seminar expense	634.50	14,549.50
Misc.		61.79
Office Supplies	48.48	60.91
Postage and Delivery	469.53	352.16
Printing and Reproduction	1,083.88	256.65
Professional Fees	6,756.25	4,064.25
<b>Total Expenses</b>	<b>\$41,779.88</b>	<b>\$58,576.12</b>
<b>NET OPERATING INCOME</b>	<b>\$73,227.81</b>	<b>\$93,952.53</b>
<b>NET INCOME</b>	<b>\$73,227.81</b>	<b>\$93,952.53</b>



# ESTATE PLANNING COUNCIL OF PORTLAND, INC.

## MEMBERSHIP REPORT

### 2021 Annual Meeting

Attorney:	79
Accountant:	33
CLU, CFP®, ChFC:	31
Trust:	26
Associate:	13
Pathway Associate:	3
Additional:	1
Emeritus:	<u>22</u>
Total:	211 (max. 330)

#### **New Members:**

Adam Clough, CLU, CFP® (Pathway)  
Marc Kadomatsu, CFP®  
Melissa May, Attorney  
Robert Riley, CPA  
Miguel Santos, Trust  
Kara Stoddart, Attorney (Pathway)