

Workshops cover range of non-profit management challenges

A series of workshops will provide practical advice and proven guidance to non-profit managers on a wide range of topics essential to organizational success Nov. 5-6 in Eugene.

- Wed., Nov. 5, 8-11 a.m.: Choose one: Nuts and Bolts of Forming a 501(c)(3) by attorney Deborah Dyson, and Risk Management 101 by Art Rhodes, Rhodes Insurance Agency. Cost is \$50 each, including break refreshments. (See details below.)
- Thurs., Nov. 6, 11:30 a.m.-3:30 p.m.: Choose from seven workshops on effective organization characteristics, board development, fund-raising, public participation, and building relationships. Optional field trips 3:45-6 p.m. visit local sites exemplifying lessons from workshops. Cost is \$80, including lunch with featured speaker Julie Daniel, BRING Recycling.

On-line registration for the workshops is now open. The workshops are sponsored by TACS, the Nonprofit Association of Oregon and the Oregon Watershed Enhancement Board as part of OWEB's conference for non-profit natural resource organization managers.

Pre-conference Workshops

Wednesday, November 5

8 a.m. – 11 a.m.

Cost: \$50 each. Choose one:

Risk Management 101: What Every Nonprofit Should Know

Understanding risk management is as essential for nonprofit organizations as developing sound accounting practices or recruiting a strong board of directors. Yet many nonprofits don't take the simple steps to create a risk management program until they're faced with a liability claim. After attending this informative session you will know:

- How to protect your non-profit's assets so you can focus on delivering services and meeting your mission.
- The basic tenets of risk management: avoidance, modification, retention, and sharing (using examples drawn from real organizations).
- The difference between General Liability, Professional Liability, Directors & Officers Liability, and other forms of insurance that protect today's nonprofit organizations.
- How to assess whether your organization is at risk or covered properly, and how best to further protect your assets.

About the Speaker: Art Rhodes has specialized in the insurance and risk management of public and private nonprofit organizations for the last 26 years. As principal of the Rhodes Insurance Agency in La Grande, he works as both a licensed agent and insurance consultant. In 1982, Rhodes developed an insurance program for the Special Districts Association of Oregon that now insures over 800 districts across the state. He also served

as the risk manager for City/County Insurance Services and the Special Districts Association of Oregon. He recently partnered with the Nonprofit Association of Oregon to help nonprofits understand risk management challenges and identify cost-effective insurance options. Rhodes has served on many boards and commissions of nonprofit organizations, and continues to serve as a nine-year board member of Union County CASA.

Nuts and Bolts of Forming a 501(c)(3)

Learn about the challenges and opportunities of becoming a nonprofit corporation with 501(c)(3) tax-exempt status. Hear from an attorney who has worked with a variety of non-profit organizations on numerous legal matters, including formation of a non-profit organization. Learn from executive directors of two watershed councils about what pitfalls to avoid and how to benefit from this new status. After attending this informative session you will know:

- What to consider before deciding to pursue 501(c)(3) tax-exempt status.
- Characteristics of various types of non-profits
- The steps to take to form an Oregon nonprofit corporation and obtaining tax-exempt status.
- Options to consider for governing a nonprofit corporation.
- The basic responsibilities of a nonprofit corporation with tax-exempt status.

About the Speakers:

Deborah Dyson is an attorney who specializes in nonprofit law and has worked with watershed councils and nonprofit organizations on a variety of legal matters. Deb has been in the legal profession for 23 years, first as a paralegal and then an attorney, and she brings her corporate and tax background to provide full-service legal counsel to nonprofits. She has assisted many organizations in forming a nonprofit corporation and obtaining its tax-exempt status from the IRS. She received her Juris Doctorate (JD), cum laude, from Georgetown University Law Center, Washington, D.C., in 1988.

Dana Erickson has been working on watershed issues in Oregon and northern California since 1994. Her degrees are in natural resource planning and resource geography. While completing her education, she worked as an office manager, assistant city planner, timber-harvest consultant, soil scientist, and teaching and research fellow. She also has completed continuing training in non-profit management at Lane Community College. Dana has worked with the Long Tom Watershed Council since 1998 as a contracted watershed coordinator, and in July 2007 began employment as their executive director. She helped form the Network of Oregon Watershed Councils in 2004.

Bob Kinyon has served as executive director of the Partnership for the Umpqua Rivers for the past 11 years. He served in the same capacity with the Coquille Watershed Association for 2 1/2 years prior to that. He retired from the US Forest Service with 23 years in fire management with tours of duty on the Wallowa-Whitman, Okanogan and Siskiyou national forests.