



MIDYEAR BOARD MEETING

Friday, February 12, 2021

1:00 pm – 5:00 pm ET

<https://zoom.us/j/7103875466?pwd=RUplcUdyT0lreEdKalhCNWFiQTgwdz09>

Meeting ID: 710 387 5466

Passcode: 021675

Find your local number: <https://zoom.us/u/abXwZZFE6I>

Board Book available on [Board Page](#)

AGENDA

1. **President's Report** (30 minutes) *T.J. BeMent*
 - a. Overview of Agenda
 - b. Approval of December 15, 2020 Board Meeting Minutes
 - c. Review of Officer meeting
 - d. Partner Updates
 - e. CORE Trademark Renewal
2. **President-Elect's Report** (15 minutes) *Kathy Griffin*
 - a. [Midyear Educational Series update](#)
 - b. Annual Conference update
 - i. Waiver of Liability
3. **Vice President's Report** (15 minutes) *Jeffrey Tsunekawa*
 - a. CDC sub-committee
 - i. Establish go live registration for annual (Action Item)
 - b. CORE Champion update
4. **Secretary/Treasurer's Report** (60 minutes) *Rick Pierce*
 - a. SJI Conference Grant Adjustment approved
 - b. 2020 Financials
5. **Immediate Past President's Report** (5 minutes) *Will Simmons*
 - a. Past President's Report
6. **Governance Committee** (30 minutes) *Angie VanSchoick*
 - a. National Agenda (Action Item)
 - b. Diversity, Equity, and Inclusion
7. **Membership Services** (20 minutes) *Tina Mattison*



- a. Membership Scholarship for mid-year (Action Item)

8. **Communications Committee** (15 minutes)

Charleston Carter

- a. Webinars
 - i. Sponsorship and revenue opportunities
- b. Court Express
- c. Court Manager
- d. Partnerships
- e. Website
- f. Public Landing Pages

9. **Other Business** (15 minutes)

All

10. **Executive Session**

All

11. **Adjourn** (no later than 5:00 pm ET)



NACM BOARD MEETING MINUTES
Tuesday, December 15, 2020, 2:00 p.m. ET

PRESENT: T.J. BeMent, Kathy Griffin, Jeffrey Tsunekawa, Rick Pierce, Will Simmons, Charleston Carter, Angie VanSchoick, Michelle Dunivan, Kent Pankey, Jeff Chapple, Kelly Hutton, Dorothy Howell, Greg Lambard, Tina Mattison, Jude DelPreore, Erin Carr, Jesse Rutledge, Jennifer Haire

1. President's Report

- a. **Approval of November 14, 2020 Minutes** – No changes, minutes approved.
- b. BJS Misdemeanor Study – can connect them with members or send out an email blast of study with contact information and allow members to reach out if they want to participate in the research
- c. Reconnect Court Backlog Project – doing white paper with University and would like to put paper in Court Manager or other appropriate journals
- d. Emily LaGratta request – working on COVID related responses in courts. We could reach out to our members to have them volunteer to participate.

Have board vet each of these then we send an email blast to our members to see if they want to volunteer with any of these requests. **TJ made a motion with some final vetting and review and development of email blast on these to send out to our members for their consideration. Tina seconds the motion.** No further discussions, no objections. **The motion is passed.**

- e. NCSC Agreement – Jesse shared his thanks

2. President-Elect's Report

- a. Jacksonville Contract – **Kathy made a motion to approve the Jacksonville contract for annual 2026. Rick seconds the motion.** No further discussions, no objections. **The motion is passed.**
- b. Annual conference sponsorship rates – **Kathy made a motion to approve the 2021 sponsorship opportunities per the attachment. Jeff seconds the motion.** No further discussions, no objections. **The motion is passed.**
- c. Spring webinar series update –
 - i. Webinar topics 1) work with CCPIO to present Media Guide and to create an opportunity for live follow-up, 2) Partnership with ICM on Zoom - Margaret Allen and Juli McDaniel-Edwards (follow-up session as well), 3) Paul Embley and JTC (Kevin Bowling and David Slayton); 4) CORE session with follow-up to introduce CORE Champion program. Charleston requested that Jude and Kathy reach out to Charleston and Jeff moving forward to coordinate.
 - ii. **Kathy made a motion to have educational piece be free for members and follow-up session for members only for the 4-webinar series. Greg seconds the motion.** Discussions followed about pricing and allowing non-members to sign up to be members. Tina suggested charging a nominal fee to all. Michelle suggested charging for the educational series portion for nonmembers and free to members. No objections, **the motion is passed.** Rick made a motion to offer to nonmembers the follow-up session at a fee of \$15 for follow-up session or \$50 for whole series. There were no seconds. The motion failed for lack of a



National Association for Court Management

Strengthening Court Professionals

second. Kathy made a motion to charge \$15 per webinar or \$50 for the series of 4 for the educational session and follow-up for nonmembers. Kelly seconds the motion. Michelle and Tina objected to allowing nonmembers into the follow-up session. Kathy withdrew her motion. **Tina made a motion to charge \$15 a session or \$50 for the educational series for nonmembers with the follow-up being free for members only.** Michelle seconds the motion. Jeffrey objected. Michelle clarified that this would be a member benefit and would advertise clearly so nonmembers can see the full benefit to being a member. Jeffrey withdrew his objection. No further discussions, no objections. **The motion is passed.**

3. Vice President's Report

- a. Strategic Projects – removing incentives in Membership and removing the two white paper projects in Advocacy. **Jeffrey made a motion to adopt the 2021 strategic projects as amended with the elimination of those 3 existing projects.** Kathy seconds the motion. No further discussion, no objections. **The motion is passed.**
 - i. Job Classification Template – TJ suggested letting CORE subcommittee take on this project.
- b. CORE Champion Proposal – Kelly gave a review of proposal. **Kelly made a motion to accept the CORE Champion proposal for a pilot for the webinar series.** Dorothy seconds that motion. Kathy clarified that they are looking to roll it out during the webinar series. Kelly confirmed. No further discussions, no objections. **The motion is passed.**

4. Secretary/Treasurer's Report

- a. 2021 Budget Approval – **Greg made a motion to approve the 2021 budget as presented.** Kathy seconds the motion. No further discussions, no objections. **The motion is passed.**

5. Immediate Past President's Report

- a. Past Presidents have offered to reach out to members who are on the purged list.

6. Communications Committee

- a. 2021 Sponsored Webinar Rates – **Jeff made a motion to approve the webinar sponsor rates for \$2,000 for 2021.** Kent seconds the motion. No further discussions or objections. **The motion is passed.**
- b. Webinar Sponsorship Policy Update – Made changes based on expectations of NACM and NCSC and merged the two together.

7. Governance Services

- a. Resolutions – received no comments so they are all passed as presented based on the previous board meeting vote.
- b. DEI Initiative – Will is working on this to move it forward for governance
- c. Governance will start crafting Voice of the Profession and crafting survey in January

8. Membership Committee

- a. Tina trying to get more out on social media posts



National Association *for* Court Management

Strengthening Court Professionals

9. NCSC Agreement – page 2 scope of services correction– membership notices are sent electronically for the first and third, and the second notice is mailed.
10. The board members went into Executive Session to discuss the NCSC agreement.

[Recording & Transcripts](#)

From: [Reid, Janet](#)
To: [Carr, Erin](#)
Subject: FW: CORE -US Trademark registration, maintenance due (NACM.001) [EXTERNAL]
Date: Monday, December 21, 2020 12:33:36 PM
Attachments: [image004.png](#)



Janet Reid

Association Manager
National Center for State Courts
300 Newport Ave, Williamsburg, VA
757-259-1532
jreid@ncsc.org
www.ncsc.org

From: Hess, Stephanie <Stephanie.Hess@sc.ohio.gov>
Sent: Monday, December 21, 2020 12:31 PM
To: tj@nacmnet.org; Reid, Janet <jreid@ncsc.org>
Subject: FW: CORE -US Trademark registration, maintenance due (NACM.001) [EXTERNAL]

[WARNING] This email originated outside the NCSC email system. DO NOT CLICK links or attachments unless you know the content is safe.

Hi TJ and Janet.

I hope you are both doing well!

You may or may not recall that I got one of my friends from law school to do the NACM patent work for us several years ago. His office sent me the email below to remind us to renew the NACM trademark during CY21.

You'll see in the email, there is a filing fee and unlike the last time, he isn't doing it pro bono for us although he is offering a reduced fee.

I can facilitate the communication with David's office or you are welcome to email Tonya directly. Or if you want to use someone else to file it this time, that works too!

Just let me know if you want me to do anything or communicate with Tonya or David.

I hope you and your families are all well – Happy Holidays!

-Steph

Stephanie Elliott Hess, Esq. | Deputy Administrative Director | Supreme Court of Ohio
65 South Front Street | Columbus, Ohio 43215-3431
614.387.9407 (telephone)
stephanie.hess@sc.ohio.gov



www.supremecourt.ohio.gov

From: Tonya Shrigley <tshrigley@invention-protection.com>
Sent: Monday, December 21, 2020 8:46 AM
To: Hess, Stephanie <Stephanie.Hess@sc.ohio.gov>
Cc: David Dawsey <ddawsey@invention-protection.com>
Subject: CORE -US Trademark registration, maintenance due (NACM.001) [EXTERNAL]

Re: Section 8 & 15 Declarations Due
U.S. Trademark Registration No. [4,875,991](#)
For the mark: CORE
Client I.D.: NACM.001

Hello Stephanie,

As we indicated to you at the time of the issuance of the above trademark registration, an affidavit of continued use must be filed in the Patent and Trademark Office between the fifth and sixth year of registration. The first date this affidavit can be filed begins December 22, 2020 and the deadline for filing will be December 22, 2021.

Please let us know the following information:

- 1) Is this trademark still being used for the goods for “association services, namely, promoting the interests of court management professionals?”
- 2) Has it been used continuously since the issue date of December 22, 2015?

If the mark has been in use and you wish to submit the required Affidavit to the U.S. Trademark Office, please provide us with a specimen of the mark in use. Specimens can include brochures, pamphlets, or promotional materials (please see our attached [Guidelines for Acceptable Specimens](#) for more info)

The fee associated with this filing will be approximately \$575, which includes the USPTO filing fee of \$325 and our professional fee of \$250 (50% discount of \$500 professional fee). This will enable the registration to continue in full force and effect until the expiration date, which is December 22, 2025. At that time, if the mark is still being used, you can file a Renewal application and keep the registration for ten (10) additional years and successive ten (10) year periods thereafter.

If you take no action with regard to the filing deadline of December 22, 2021, this registration will become abandoned and you will lose the protection that you’ve previously enjoyed. Please let us know your intentions regarding this matter at your earliest convenience.

If you have any questions, please let us know.

Best regards,

Tonya Shrigley

Intellectual Property Paralegal

533 South Fifth Street
Columbus, Ohio 43206
Phone: 614.228.6280 ext. 10
Fax: 614.228.6704
www.Invention-Protection.com

Guidelines for Acceptable Specimens

When filing an Actual Use trademark application, or when filing a Statement of Use after receiving a Notice of Allowance from the USPTO, a specimen of the mark must be filed in order for the trademark to register. This is not the same as the drawing of the mark, which merely represents what you are claiming as the mark. The specimen must be an actual sample of how the mark is being used in commerce on, or in connection with, the identified goods and/or services. If the goods and/or services are classified in more than one international class, a specimen must be provided for each class. If multiple goods and/or services are listed within one class, a specimen for each listed good or service is recommended. The following are guidelines for proper trademark specimens for goods and services.

A. Goods - Acceptable

If the mark is used in connection with goods, examples of acceptable specimens include: tags or labels attached to the goods; containers for the goods; displays associated with the goods; or photographs of the goods showing use of the mark on the goods themselves. Photographs or other acceptable reproductions that show the mark on the goods, or packaging for the goods, can be submitted.

B. Goods - Not Acceptable

Invoices, announcements, order forms, bills of lading, leaflets, brochures, catalogs, publicity releases, advertisements, letterhead, and business cards are generally not acceptable specimens for goods.

C. Services - Acceptable

If the mark is used in connection with a service, examples of acceptable specimens include: brochures about the service; advertisements for the service; signs; internet websites about the service; business cards or stationery showing the mark in connection with the service; or photographs that show the mark used or displayed in the sale or advertising of service. In the case of a service mark, the specimen must clearly show the mark and make some reference to the service being provided.

D. Services - Not Acceptable

Blank letterhead or business cards that show the mark, but do not refer to the service provided are generally not acceptable specimens of use.

E. What is Use in Commerce?

For the purpose of obtaining federal registration, "commerce" means all commerce that the U.S. Congress may lawfully regulate; for example, interstate commerce or commerce between the U.S. and another country. For goods, "Interstate commerce" involves sending the goods across state lines with the mark displayed on the goods or the packaging for the goods. With services, "interstate commerce" involves offering a service to those in another state or rendering a service, which affects interstate commerce (e.g. restaurants, gas stations, hotels, etc.). "Use in commerce" must be a bona fide use of the mark in the ordinary course of trade, and not use simply made to reserve rights in the mark. Generally, acceptable use is as follows:

For Goods: the mark must appear on the goods, the container for the goods, or displays associated with the goods, and the goods must be sold or transported in commerce.

For Services: the mark must be used or displayed in the sale or advertising of the service and the service must be rendered in commerce.

If you have already started using the mark in commerce, you may file based on that use. A "use" based application must include a sworn statement (usually in the form of a declaration) that the mark is in use in commerce, listing the date of first use of the mark anywhere and the date of first use of the mark in commerce. Please note that mere use of a mark in the advertising of a service does not constitute use of a service mark; rather, the service must actually be rendered.

Conclusion

The recommendations set forth above are by no means absolute. However, by following the guidelines of acceptable specimens, it will be much less likely that a trademark will be refused registration. Furthermore, adhering to these guidelines is likely to increase the likelihood that once your trademark has been registered, you can protect and maintain these rights

Tonya Shrigley
Intellectual Property Paralegal



533 South Fifth Street
Columbus, Ohio 43206

Phone: 614.228.6280 ext. 10
Fax: 614.228.6704
www.Invention-Protection.com

CAUTION: This email originated from outside of the court. The actual "from" email address is tshrigley@invention-protection.com. **DO NOT** click links or open attachments unless you recognize the sender and know the content is safe.

Waiver of Liability, Release, Assumption of Risk & Indemnity Agreement

For and in consideration of the Participant being permitted to participate with the National Association of Drug Court Professionals (“NADCP”) and its related activities (“Activities”), and by signing this Waiver of Liability, Release, Assumption of Risk and Indemnity Agreement (“Agreement”), Participant acknowledges and agrees as follows:

Assumption of Risk

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact and/or by contact with contaminated surfaces and objects, and even possibly in the air. However, the state of medical knowledge is evolving. People reportedly can be infected and show no symptoms and therefore spread COVID-19. The exact methods of spread and contraction are unknown, and there is no known treatment, cure, or vaccine for COVID-19. **Evidence has shown that COVID-19 can cause serious and potentially life-threatening illness and even death.** As a result, federal, state, and local governments and federal and state health agencies recommend physical distancing and have, in many locations, prohibited the congregation of groups of people.

Although NADCP will take appropriate measures to ensure that its activities will be conducted using recommended safety protocols, including physical distancing and enhanced disinfecting, NADCP cannot prevent you from becoming exposed to, contracting, or spreading COVID-19 while participating in NADCP Activities. It is not possible to prevent against the presence of COVID-19. Therefore, if you choose to participate in NADCP Activities, you may be exposing yourself to and/or increasing your risk of contracting or spreading COVID-19.

By signing this Agreement, I acknowledge I have read and understood the above warning about COVID-19. I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that I may be exposed to or infected by COVID-19 by participating in the NADCP Activities and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 by participating in Activities may result from the actions, omissions, or negligence of myself and others, including, but not limited to, NADCP employees, other participants, officers, agents, and members of the general public. The NADCP Activities are of such value to me that I accept the risk of being exposed to, contracting, and/or spreading COVID-19 in order to participate in the NADCP Activities.

Waiver of Liability/Lawsuit

I further acknowledge that there may be risks and dangers not known to me or NADCP or not reasonably foreseeable at this time. I acknowledge that there are risks and uncertainties inherent in participating, including but not limited to illness, death and/or damage to person or property due to the negligent acts or omissions of NADCP and/or others. These risks may be caused by my negligence or the negligence or inaction of others, including the “Releasees” (defined below). I acknowledge, understand and agree that all the risks and dangers described throughout this Agreement, including those caused by my own negligence and/or others, are included within the waiver and release. I acknowledge, understand and assume the risks, if any, arising from the conditions and use of any locations for the Activities and related premises and acknowledge and understand that included within the scope of this waiver and release is any cause of action (including any cause of action based on negligence) arising from the performance, or failure to perform, maintenance, inspection, supervision or control of said areas and for the failure to warn of dangerous conditions existing at said areas. It is the purpose

of this Agreement to exempt, waive and relieve Releasees from liability for personal injury, property damage, and wrongful death, including if caused by negligence, if any, of Releasees.

On behalf of myself, my dependents, heirs, executors, administrators and assigns, I waive, release and relinquish, discharge and covenant not to sue NADCP, its officers, directors, employees, affiliates, and agents (all referred to together as NADCP) and Releasees (defined below) from any and all claims for liability, cause(s) of action, demands, damages, costs, loss of service, expenses and compensation, including known and unknown, for personal injury, illness, property damage, wrongful death or loss of any kind whatsoever suffered in connection with the Activities, arising out of participation in Activities, whenever or however they occur and for such period said Activities may continue, even if caused by the negligence (but not the gross, reckless, willful, or fraudulent conduct) of Releasees or third parties, including but not limited to in any way related to COVID-19 and whether a COVID-19 infection occurs before, during, or after participation in the Activities. I agree that if I am exposed or infected by COVID-19 during my participation in Activities or any travel related thereto, then I may be found by a court of law to have waived my right to maintain a lawsuit against NADCP and the Releasees on the basis of any claim for negligence.

I further understand that NADCP does not assume any responsibility for or obligation to provide me with financial or other assistance, including but not limited to medical, health, or disability benefits or insurance. I expressly waive any such claim for compensation or liability on the part of NADCP in the event of injury, illness, or medical expenses incurred by me.

In the event that I file a lawsuit against NADCP, I agree to do so solely in the State of Maryland, and I further agree that the substantive law of Maryland shall apply in that action without regard to the conflict of law rules. Each party hereby irrevocably consents to the exclusive jurisdiction and venue of any state or federal court located within the State of Maryland. Notwithstanding any other term of this Agreement, in no event shall any liability of the Releasees exceed the amount actually paid for the Activities or One Hundred Dollars (\$100), whichever is greater.

The undersigned further expressly agrees that the foregoing waiver, release, and indemnity agreement is intended to be as broad and inclusive as is permitted by the law of the State of Maryland and that if any portion is held invalid, it is agreed that the balance shall notwithstanding continue in full legal force and effect.

"Releasees" include NADCP and its officers, directors, employees, affiliates, partners, event hosts, owners and operators of the premises used to conduct any event and each of them, their officers, directors, agents and employees.

I acknowledge that I have not relied upon any representations of NADCP and understand these waivers and releases are necessary to allow NADCP to offer Activities to me.

I have had sufficient opportunity to read this entire document, I have read and understood it, and I agree to be bound by its terms. I understand I have given up substantial rights by signing it, and have signed it freely and voluntarily without any inducement, assurance, or guarantee being made to me and intend my signature to be complete and unconditional release of all liability to the greatest extent allowed by law.

NATIONAL ASSOCIATION FOR COURT MANAGEMENT COVID-19 WAIVER AND RELEASE

COVID-19 has been declared a worldwide pandemic by the World Health Organization. While the state of medical knowledge is evolving, COVID-19 is extremely contagious and is believed to spread by person-to-person contact and/or by contact with contaminated surfaces and objects, and even possibly in the air. Evidence has shown that COVID-19 can cause serious and potentially life-threatening illness and even death. While participating in events sponsored by the National Association for Court Management (NACM), social distancing must be practiced, and face coverings worn at all times to reduce the risk of exposure. Even with these and other preventive measures that have been put in place, NACM cannot guarantee that its participants, volunteers or others in attendance will not become infected with COVID-19. Thus, attendees agree that they are personally responsible for their actions and safety while attending NACM sponsored events.

ASSUMPTION OF THE RISK. I have read and understand the above warning regarding COVID-19. Having done so, I hereby choose to accept the risk of contracting COVID-19 for myself and/or my family and children. I knowingly and freely assume all such risks related to illness and infectious diseases, such as COVID-19, even if arising from the negligence or fault of NACM. I hereby knowingly assume the risk of injury, harm and loss associated with attendance at NACM sponsored activities, including injury, harm and loss caused by the negligence, fault, or conduct of any kind by NACM.

WAIVER OF LIABILITY. I hereby forever release, waive and discharge any and all liability, claims, demands of whatever kind or nature, and the right to bring law suits against NACM, including without limitation, its officers, directors, agents, and other representatives, to the fullest extent permissible by law, in connection with exposure, infection, and/or spread of COVID-19 related to attendance at NACM sponsored events and activities. I understand that this waiver means that I give up my right to bring any claims including for personal injuries, death, disease, property and economic loss, and any other loss, including but not limited to claims of negligence, and further, I give up any claim that I may have to seek damages, whether known or unknown, foreseen or unforeseen. This waiver is binding upon my heirs, assignees, next of kin and/or legally appointed or designated representatives.

I HAVE READ AND FULLY UNDERSTAND ALL PROVISIONS OF THIS RELEASE AND FREELY AND KNOWINGLY ASSUME THE RISK AND WAIVE MY RIGHTS CONCERNING THE LIABILITY DESCRIBED ABOVE:

Signature: _____

Date: _____

Name (printed): _____



National Association for Court Management

Strengthening Court Professionals

Education Committee Progress Report Form – 2020-2021

	Report	Due Date	Submission Date
	Fall Progress Report	November 4, 2020	
X	Midyear Progress Report	February 1, 2021	February 1, 2021
	Annual Progress Report	June 2021	

Project	Project Status	Strategic Priority? (Yes/No)	Discussion Needed? (Yes/No)	Board Action Needed? (Yes/No)	If Yes to discussion or action, please describe what needed
CDC sub-committee	Annual Call for Proposals done, reviewed and scored draft agenda is being filled. Webinar series being finalized.	Yes	Yes	Yes	Establish go live registration for conference
Core Champion	Development still in-progress	Yes	Yes	No	Update
Core Curricula Review	Operations Management and Leadership curricula currently under review.	Yes	No	No	
Speaker's Bureau Repository	Just kicked off with State Associations and Education Committee – infancy stage	Yes	No	No	

Time needed at meeting for Committee report: 15 minutes

Submitted by: Jeffrey M. Tsunekawa

Date: February 1, 2021



National Association for Court Management

Strengthening Court Professionals

2020-2021 Board

OFFICERS

President

Tracy J. BeMent

District Court Administrator
10th Judicial District, Georgia
(706) 613-3173
tj@nacmnet.org

President Elect

Kathryn Griffin

Court Administrator
45th Circuit Court, Michigan
(269) 467-5595
kathy@nacmnet.org

Vice President

Jeffrey Tsunekawa

Director of Research & Court Services
Austin, Texas
(512) 463-2417
jeffrey@nacmnet.org

Secretary/Treasurer

Richard J. Pierce

Judicial Programs Administrator
Administrative Office of the Courts, Pennsylvania
(717) 231-3300
rick@nacmnet.org

Immediate Past President

William T. Simmons

District Court Administrator
6th Judicial District, Georgia
(770) 898-7623
will@nacmnet.org

DIRECTORS

Charleston Carter

Trial Court Administrator
26th Judicial District, North Carolina
(704) 686-0265
charleston@nacmnet.org

Jeff Chapple

Court Administrator
O'Fallon Municipal Court, Missouri
(636) 739-5514
jeff@nacmnet.org

Michelle Dunivan

Research Director
Superior Court of Arizona
(602) 372-0719
michelle@nacmnet.org

Dorothy Howell

Division Manager
New Jersey Superior Court
(973) 776-9032
dorothy@nacmnet.org

Kelly Hutton

Assistant Court Administrator
North Dakota Court System
(701) 787-2732
kellyh@nacmnet.org

Greg Lambard

Trial Court Administrator
Superior Court of NJ, Middlesex Vicinage
(732) 645-4300 x88018
greg@nacmnet.org

Tina Mattison

Deputy Court Administrator, Juvenile Court
Pima County Superior Court, Arizona
(520) 724-2956
tina@nacmnet.org

Kenneth Pankey

Senior Planner
Supreme Court of Virginia/OES
(804) 786-7588
kent@nacmnet.org

Angie VanSchoick

Court Administrator
Town of Breckenridge, Colorado
(970) 453-3165
angie@nacmnet.org

January 8, 2021

Mr. Jonathan D. Mattiello

Executive Director, State Justice Institute
11951 Freedom Drive, Suite 1020
Reston, VA 20190

Project Number: SJI-20-N-029 Grant Extension and Change in Scope Request

Project Title - "Connected Courts: Ensuring and Expanding Justice in Our Communities"

Dear Mr. Mattiello:

As you know, 2020 has been a challenging year for our nation and our courts due to the public health emergency. At NACM, we have remained connected with our members despite the cancellation of our in-person July 2020 annual conference and our 2021 midyear conference. With SJI's continued support, we were able to transition to a series of virtual events for each of those conferences. Due to careful management of our grant, we are nearing the end of our one-year grant with \$16,493 in unspent SJI funds. We respectfully request an eight-month extension to project number SJI-20-N-029 with a new end date of September 30, 2021. With this extension, our plan is to use the remaining funds for programs on diversity, equity, and inclusion initiatives for the court professional community. This eight-month extension will allow us to effectively use the remaining funds of our 2020 grant to offer additional DEI-related educational services via our annual conference together with DEI-related updates to our CORE and other educational programming. We strongly feel that these efforts help us in our 2021 theme of achieving racial justice while also addressing the SJI Priority Investment Area Advancing Justice Reform.

We further request to modify the budget such that \$7,832 of the travel funds be moved into contractual to cover speaker costs, subject matter experts and related costs associated with the DEI initiative for 2021. We would like to retain \$2,000 in travel.

Please let me know if you have any questions and thank you for your assistance in this project. Thank you for your consideration.

Sincerely,

Tracy J. BeMent
President

Back to
Agenda



Budget Narrative

NACM proposes the following amounts for the previously described project:

Personnel: \$16,800

SJI Funds: \$0

Applicant Funds: \$0

In-Kind Support: \$16,800

Narrative: The NACM Officers and Board will be intensely involved in all aspects of the proposed project - spending hundreds of hours devoted to this project. For purposes of this project application, NACM board members (14 total) will spend 4 days each at an estimated rate of \$300/day for a total in-kind support of \$16,800.

Fringe Benefits: \$6,550

SJI Funds: \$0

Applicant Funds: \$0

In-Kind Support: \$6,550

Narrative: The fringe benefits that make up the in-kind support are calculated as an estimate of the prevailing rate of 39% of the personnel costs as noted above.

Consultant/Contractual: \$300,896

SJI Funds: \$148,182

Applicant Funds: \$152,714

Narrative:



SJI Funds for Honorarium for Plenary and Breakout Conference Speakers: \$9,500

Honoraria costs were significantly less due to the annual conference moving to a virtual platform. There were only two plenary speakers that were in need of honorarium.

NACM proposes to pay honorarium to select 2020 plenary and breakout session conference speakers, who will lay out each day's topic area, at an average rate of \$3,500 (for at least 4.5 days of preparation, travel and delivery – not to exceed \$800/day) for plenary speakers and \$450/day for breakout speakers, which is considered to be the prevailing rate. Top rated speakers highly in demand will be sought. NACM is requesting funding to cover approximately 57% of the total cost for the two conferences, or \$20,000. For speakers who do not charge a speaker fee or whose rates are less than expected, NACM may offer those speakers the daily registration attendance fee of \$200 and \$275 for the midyear and annual conference, respectively. This allows the speaker to remain on-site all day and participate in other sessions and be available for networking with court leaders attending the conference. As faculty and session topics firm up, NACM may shift resources between the two conferences based on the need.

Applicant Funds for Plenary and Breakout Conference Speakers: \$15,000

SJI Funds for Audio/Visual and Wi-Fi/internet Contract Costs: \$94,525

The audio/visual costs were more than anticipated due to the annual conference moving to a virtual platform and SJI's prior approval to use the funding towards the virtual provider.

Total costs for the midyear conference for audio/video and Wi-Fi is estimated at \$45,000.

Total cost for the annual conference is \$92,000. Based on historical expenditures and anticipated needs NACM requests 50% of the cost of A/V and Wi-Fi needs at the 2020



midyear conference, or \$22,500, and 50% of the cost of A/V needs at the 2020 annual conference, or \$46,000, to cover sessions that directly align with SJI's Priority Investment Areas and Strategic Initiatives. NACM will pay the remaining balance of the audio/visual and Wi-Fi costs including those not covered by sponsorship.

Applicant Funds for Audio/Visual and Wi-Fi Contract Costs: \$68,500.

SJI Funds for Distance Learning: \$29,664

Distance Learning costs were reduced due to SJI's prior approval of using a/v costs to support the virtual provider of the 2020 Virtual Educational Series and the cancellation of the 2020 annual conference.

NACM proposes to enter into a contract with an experienced digital audio and/or video recording provider to capture project sessions at the midyear and annual conferences; live stream sessions, edit the material; and place the video recorded educational material on the NACM video channel for general viewing and possible download. NACM also hosts all recorded videos and conference materials on its website for members to access at any time after the conference. Based upon estimates for such services, NACM requests \$24,000 for the 2020 midyear and \$27,850 for the 2020 annual conference.

Applicant Funds for Distance Learning: \$0

SJI Funds for Conference Management, Support Services & Marketing: \$0

NACM enters into a Memorandum of Understanding with the National Center for State Courts to provide conference management and support services. Services include active participation in monthly conference development committee meetings, coordination of hotel



logistics and A/V needs, assistance with conference publicity, management of faculty agreements, on-site conference registration assistance, faculty and A/V support, preparation of quarterly progress reports, and collecting, analyzing and reporting conference surveys results and evaluations. NACM will utilize a portion of its conference management, support services and marketing budget for the conferences as matching funds.

Applicant Funds for Conference Management, Support Services & Marketing: \$69,214

SJI Funds for Diversity, Equity, and Inclusion: \$14,493

NACM plans to use the \$14,493 toward DEI initiatives for the court professional community to offer educational services via our 2021 annual conference. We also plan to make updates to our CORE and other educational program to include DEI initiatives. We strongly feel that these efforts help us in our 2021 theme of achieving racial justice while also addressing the SJI Priority Investment Area Advancing Justice Reform.

Applicant Funds for Diversity, Equity, and Inclusion: \$0

Travel: \$23,168

SJI Funds: \$7,668

Applicant Funds: \$15,500

Adjusted Narrative: SJI Funds for travel are being reduced as there wasn't an annual conference in 2020 and there will not be a midyear conference in 2021 where additional funding for travel will be needed.

Applicant funds will be utilized for travel expenses for faculty for the 2020 midyear and annual conferences who will be addressing content related to SJI's priority investment areas and



other sessions of national interest. NACM will utilize these funds to pay for flight, hotel and per diem expenses, estimated at \$1,200 per plenary speaker (four to six speakers total across both conferences) and for relevant breakout session speakers as needed (currently estimated at eight to nine speakers). NACM anticipates that travel costs will exceed those required for the match. As faculty and session topics firm up, NACM may shift resources between the two conferences based on the need.

TOTAL BUDGET:	\$347,414
SJI Funds:	\$155,850
Applicant Funds:	\$168,214
In-Kind Support:	\$23,350

NACM will make matching contributions continuously throughout the course of the project as NACM pays for the services discussed above. The match will be generated from conference registration fees of participants. NACM voluntarily exceed the minimum cash match requirements due to its commitment to the project and its mission – the education of court professionals.

**National Association for Court Management
Financial Statements
December 31, 2020**

National Association for Court Management
Statement of Financial Position
As of December 31, 2020

ASSETS

Cash and Cash Equivalents	\$ 111,425
Accounts Receivable	44,368
Prepaid Expense	13,885
Investments	609,157
Capitalized Software Costs, net	2,217

TOTAL ASSETS	<u>\$ 781,052</u>
---------------------	--------------------------

LIABILITIES & NET ASSETS

Liabilities

Accounts Payable	\$ 5,019
Deferred Revenue	49,635

Total Liabilities	<u>54,654</u>
--------------------------	----------------------

Net Assets

Without donor restriction	
Unrestricted	720,914
Board Designated - Special Projects Fund	5,484

Total Net Assets	<u>726,398</u>
-------------------------	-----------------------

TOTAL LIABILITIES & NET ASSETS	<u>\$ 781,052</u>
---	--------------------------

These financial statements have not been subjected to an audit, review or compilation engagement, and no assurance is provided on them.

The accompanying notes are an integral part of these financial statements.

National Association for Court Management
Statement of Activities
For the Year Ended December 31, 2020

	Annual Conference	Midyear Conference	Communications	Membership	Guides	NCJFCJ	Special Project Fund	General Operations	Total YTD
4000 · Membership Dues/Regular	\$ -	\$ -	\$ -	\$ 140,805	\$ -	\$ -	\$ -	\$ -	\$ 140,805
4005 · Membership Dues/Associate	-	-	-	9,285	-	-	-	-	9,285
4010 · Membership Dues/Sustaining	-	-	-	3,500	-	-	-	-	3,500
4015 · Membership Dues/Retired	-	-	-	1,650	-	-	-	-	1,650
4025 · Membership Dues/Student	-	-	-	35	-	-	-	-	35
4030 · Membership Dues/DUAL	-	-	-	8,190	-	-	-	-	8,190
4035 · Membership Dues/eLimited	-	-	-	35	-	-	-	-	35
4040 · Membership Dues/Virtual	-	-	-	4,755	-	-	-	-	4,755
4050 · Scholarship Fund	-	640	-	-	-	-	247	-	887
4065 · Donations/Other	-	(400)	-	-	-	-	-	90,105	89,705
4070 · Interest Income/Regular	-	-	-	-	-	-	-	36	36
4090 · Fees and Registrations	-	109,245	-	-	-	-	-	-	109,245
4100 · Social/Other Income	-	120	-	-	-	-	-	-	120
4110 · Vendor Income	19,650	38,500	-	-	-	-	-	-	58,150
4120 · Sponsorship Income	43,698	19,000	6,000	-	-	-	-	2,500	71,198
4130 · Grant Income	93,988	45,368	-	-	-	14,854	-	-	154,210
4140 · Advertising Income	-	-	5,105	-	-	-	-	-	5,105
4150 · Publication Sales	-	-	1,235	-	195	-	-	-	1,430
Total Revenue	157,336	212,473	12,340	168,255	195	14,854	247	92,641	658,341
Expense									
5100 · Travel/General	-	5,814	-	-	-	-	-	17,197	23,011
5105 · Travel/President	-	672	-	-	-	-	-	3,775	4,447
5110 · Travel/Officer	-	-	-	-	-	-	-	250	250
5120 · Travel/Site Visit	-	-	-	-	-	-	-	(710)	(710)
5125 · Travel/Association Serv.	-	114	-	-	-	-	-	2,895	3,009
5130 · SJI Speaker Travel	-	5,668	-	-	-	-	-	-	5,668
5200 · Honoraria	4,000	5,500	-	-	-	-	-	-	9,500
5300 · Conference Expenses	10,375	9,861	-	-	-	-	-	1,000	21,236
5310 · Food and Beverages	-	58,636	-	-	-	-	-	2,167	60,803
5320 · Audio Visual	74,525	20,000	-	-	-	-	-	-	94,525
5400 · President's Discretionary	465	-	-	-	-	-	-	689	1,154
5600 · Scholarships	-	270	-	-	-	-	274	-	544
5650 · Awards	494	-	-	-	-	-	-	-	494
5700 · Presidents Gifts	-	-	-	-	-	-	-	153	153
6010 · Webinars	-	-	-	-	-	-	-	202	202
6200 · Postage	-	1,441	-	-	-	-	-	599	2,040
6300 · Printing/Photocopying	-	-	5,495	-	-	-	-	-	5,495
6500 · Insurance Expense	2,976	373	-	-	-	-	-	2,944	6,293
6600 · Consultant	11,463	11,463	-	-	-	14,854	-	1,259	39,039
6610 · Audit Fee	-	-	-	-	-	-	-	2,885	2,885
6700 · Website Devp/Internet Exp	4,000	2,738	-	-	-	-	-	1,076	7,814
6800 · Credit Card Fees	486	-	-	-	-	-	-	7,123	7,609
6810 · Licenses & Fees	133	-	-	-	-	-	-	25	158
6820 · Admin Supp/Contract Fee	-	-	-	-	-	-	-	350,957	350,957
6950 · Depreciation	-	-	-	-	-	-	-	4,433	4,433
7000 · Grant Match-Travel	-	1,313	-	-	-	-	-	-	1,313
7010 · Grant Match-Honorarium	2,250	-	-	-	-	-	-	-	2,250
7020 · Grant Match-Audio Visual	-	27,737	-	-	-	-	-	-	27,737
7030 · Grant Match-Admin Support	-	-	-	-	-	-	-	69,214	69,214
Total Expense	111,167	151,600	5,495	-	-	14,854	274	468,133	751,523
Change in Net Assets from Operations	46,169	60,873	6,845	168,255	195	-	(27)	(375,492)	(93,182)
Investment Income (Net of Fees)	-	-	-	-	-	-	-	41,114	41,114
Unrealized Gains/(Losses) on Investment	-	-	-	-	-	-	-	51,295	51,295
Change in Net Assets	\$ 46,169	\$ 60,873	\$ 6,845	\$ 168,255	\$ 195	\$ -	\$ (27)	\$ (283,083)	(773)
Net Assets at beginning of year									727,171
Net Assets at end of year									\$ 726,398

These financial statements have not been subjected to an audit, review or compilation engagement, and no assurance is provided on them.
The accompanying notes are an integral part of these financial statements.

**National Association for Court Management
Notes to Financial Statements
For the Year Ended December 31, 2020**

Departures from Generally Accepted Accounting Principles (GAAP)

For the annual audit, National Association for Court Management (NACM) prepares financial statements and disclosures in compliance with generally accepted accounting principles (GAAP). For interim reporting, management has determined that the additional cost to prepare fully GAAP compliant interim financial reports outweighs the benefits and prefers to use the savings to support programmatic and operational expenditures. As a result, certain GAAP requirements are not incorporated in the interim financial statements. This is an acceptable and common practice used for the purpose of interim financial reporting for nonprofit organizations. The following lists the significant departures from GAAP for this set of interim financial statements:

1. Substantially all disclosures have been omitted.
2. The Statement of Cash Flows has been omitted.
3. Conference and membership dues revenues for the current year are recognized when received. Conference expenses for the current year are recognized when paid.
4. The Statement of Activities does not show functional expenses and we are not presenting a statement a functional expense. The Statement of Activities also does not show restricted net assets presented separately.

If the above departures from U.S. GAAP were included in the financial statements, they might influence the user's conclusions about the Organization's financial position, changes in net assets, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

These financial statements have not been subjected to an audit, review or compilation engagement, and no assurance is provided on them.

The accompanying notes are an integral part of these financial statements.



SNAPSHOT

Current period ending December 31, 2020

ACCOUNT NAME: NACM-INVESTMENT ACCOUNT C/O
NATIONAL CENTER FOR STATE COURTS

ACCOUNT NUMBER: 5042-8996

Electronic Delivery

Your Financial Advisor:
HARGROVE WEALTH MANAGEMENT GROUP
OF WELLS FARGO ADVISORS
Phone: 757-229-7833

428 MCLAWS CIRCLE STE 100
WILLIAMSBURG VA 23185

If you have more than one account with us, why not link them and receive summary information for your entire household? Contact Your Financial Advisor for more details.

NACM-INVESTMENT ACCOUNT C/O
NATIONAL CENTER FOR STATE COURTS
300 NEWPORT AVENUE
WILLIAMSBURG VA 23185

Message from Wells Fargo Advisors

HISTORICALLY, ECONOMIC RECOVERIES HAVE TENDED TO FOLLOW DIFFICULT PERIODS. MIGHT THAT HAPPEN AGAIN? FIND OUT WHAT WELLS FARGO INVESTMENT INSTITUTE SEES FOR THE COMING YEAR IN ITS 2021 OUTLOOK REPORT-FORGING A PATH FORWARD. VISIT [WELLSFARGOADVISE.COM/OUTLOOK](https://wellsfargoadvisors.com/outlook) TO LEARN MORE.

Wells Fargo Advisors is a trade name used by Wells Fargo Clearing Services, LLC, a registered broker-dealer and non-bank affiliate of Wells Fargo & Company.

Investment and Insurance Products are:

- Not Insured by the FDIC or Any Federal Government Agency
- Not a Deposit or Other Obligation of, or Guaranteed by, the Bank or Any Bank Affiliate
- Subject to Investment Risks, Including Possible Loss of the Principal Amount Invested

General instructions and disclosures

About this statement

Clearing services: Wells Fargo Clearing Services, LLC (Wells Fargo Advisors), an indirect wholly owned subsidiary of Wells Fargo & Company, is a clearing broker-dealer registered with the Securities and Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB) and is a member of the New York Stock Exchange (NYSE), the Financial Industry Regulatory Authority (FINRA) and all principal U.S. exchanges. Wells Fargo Advisors carries your account(s) and acts as your custodian for funds and securities deposited with us directly by you, or as a result of transactions we process for your account. Twice a year, Wells Fargo Advisors publishes on its web site www.wfclearing.com a statement of the firm's financial condition. A financial statement of this organization is available for your personal inspection at its offices, or a copy of it will be mailed upon your written request.

Trade date statement and trade details: All activity and positions on this statement are shown as of the date a trade is entered on the brokerage trading system (i.e., the trade date). Proceeds from the sale of securities and costs for the purchase of securities are not transacted through your account until the actual settlement date of the trade. The time of the transactions, the name of the buyer or seller, and the source and amount of any commission or fee will be furnished upon written request.

Pricing of securities: Securities prices on your statement may vary from actual liquidation value. Prices are provided by outside quotation services which we believe are reliable but due to the nature of market data the accuracy cannot be guaranteed. In the absence of such pricing, prices are estimated by Wells Fargo Advisors using available information and its judgment. Such estimates may not reflect actual trades and do not reflect a commitment by the firm to buy or sell at those prices. Securities listed on a national exchange are priced as of the close of the statement period. Unlisted shares may be valued at the current best published "bid-price", and, if none exists, the last reported transaction if occurring within the last 45 days. Prices of securities not actively traded may not be available and are indicated by "N/A." Corporate and municipal bonds and other fixed income securities are priced by a computerized pricing service or, if less actively traded, by utilizing a yield-based matrix system to arrive at an estimated market value. Listed options are priced based on the closing "bid-ask" prices and the last reported trade. Mutual fund shares are priced at net asset value. Shares of direct participation program (DPP) and real estate investment trust (REIT) securities that are not listed on a national exchange are generally illiquid. Because no trading market exists for these investments, their values are estimated. Unless otherwise indicated, the values shown for DPP and REIT securities have been provided by the management of each program and represent that management's estimate of the investor's interest in the net assets of the program. See statement sections for additional pricing information. Prices for hedge funds and certain managed futures funds are provided on a month delay basis. Other managed futures funds may be priced more frequently. Long-term certificates of deposit (maturity beyond one year from date of issue) are priced using a market value pricing model. The sale or redemption price of your securities may be higher or lower than the prices shown on your statement. For an actual quote, contact the individual servicing your account.

Estimated annual income/yield: Estimated Annual Income (EAI), when available, reflects the estimated amount you would earn on a security if your current position and its related income remained constant for a year. Estimated Annual Yield (EAY), when available, reflects the current estimated annual income divided by the current value of the security as of the statement closing date. EAI and EAY are estimates and the actual income and yield might be lower or higher than the estimated amounts. EAY reflects only the income generated by an investment. It does not reflect changes in its price, which may fluctuate. The information used to derive these estimates is obtained from various outside vendors; Wells Fargo Advisors is not responsible for incorrect or missing estimated annual income and yields. Past performance is not a guarantee of future results.

Income summary: The Income summary displays all income as recorded in the tax system as of period end date. The totals in the Cash flow snapshot may not match the totals in the Income snapshot due to reclassifications or other corrections made in the tax system. Remember, you may have certain products that are not included in these figures and whose income is only available on the tax forms sent to you at year-end. Reclassifications and other tax reporting requirements may alter these numbers both during and after year end. You should rely only on tax reporting documents. Contact your tax advisor if you have any questions about the tax consequences of your brokerage activity.

Texas designation: If you are a resident of Texas who has purchased mutual fund shares, you may designate a representative to receive notification to assist in avoiding escheatment of assets in your investment account to the State of Texas. The designated representative does not have any rights to your account. Please use the Texas Unclaimed Property link (<https://claimitexas.org/>) to access the Designation of Representative for Notice Request form which you may complete and return to us at **ATTN: H0006-08X, 1 N. Jefferson Ave, St. Louis, MO 63103** or return by email at clientcontact@firstclearing.com.

Tax reporting: We are required by federal law to report annually to you and to the Internal Revenue Service (IRS) on Form(s) 1099 interest income, dividend payments and sales proceeds including cost basis information for applicable transactions credited to your account.

About your rights and responsibilities

Questions and complaints about Your Account: This account statement contains important information about your brokerage account, including recent transactions. All account statements sent to you shall be deemed complete and accurate if not objected to in writing within ten days of receipt. We encourage you to review the details in this statement. If you do not understand any of the information in your statement or if you believe there are any inaccuracies or discrepancies in your statement, you should promptly report them to the manager of the Wells Fargo Advisors office listed on the front of your statement. To further protect your rights, including any rights under the Securities Investor Protection Act, any verbal communications with Wells Fargo Advisors should be re-confirmed in writing. Inquiries or complaints about your account statement, including the positions and balances in your account, may be directed to **Wells Fargo Advisors Client Services at (866) 887-2402 or ATTN: H0005-087, 1 N. Jefferson Ave, St. Louis, MO 63103**.

Public disclosure: You may reach FINRA by calling the FINRA BrokerCheck Hotline at **(800) 289-9999** or by visiting the FINRA website at www.finra.org. An investor brochure that includes information describing FINRA BrokerCheck is available from FINRA upon request. A brochure describing the FINRA Pricing of Securities Regulation Public Disclosure Program is also available from the FINRA upon request.

MSRB disclosure: A brochure describing the protections available under MSRB rules and how to file a complaint is available at www.MSRB.org.

Account protection: Wells Fargo Advisors is a member of the Securities Investor Protection Corporation (SIPC) which protects against the loss of cash and securities held in client accounts of a SIPC member firm in the event of the member's insolvency and liquidation. SIPC coverage is limited to \$500,000 per customer, including up to \$250,000 for cash. For more information on SIPC coverage, please see the explanatory brochure at www.sipc.org or contact SIPC at **(202) 371-8300**. In addition, Wells Fargo Advisors maintains additional insurance coverage provided through London Underwriters (led by Lloyd's of London Syndicates). This additional insurance policy becomes available to clients if their SIPC limit is exhausted and provides additional protection up to a firm aggregate of \$1 billion, including up to \$1.9 million for cash per client. SIPC does not insure the quality of investments or protect against market losses. SIPC only protects the custody function of their members, which means that SIPC works to restore to clients their securities and cash that are in their accounts when the member firm liquidation begins. Not all investments are protected by SIPC. In general, SIPC does not cover instruments such as unregistered investment contracts, unregistered limited partnerships, fixed annuity contracts, escrow receipts, direct investments, currency, commodities or related contracts, hedge funds and certain other investments.

Investor education: Wells Fargo Advisors publishes on its web site www.wellsfargoadvisors.com information on topics of interest to investors as well as market commentary and economic analysis. Wells Fargo Advisors has also developed numerous investor education guides to provide you with important information regarding the products and services we offer. These guides may be found under the "Our Insights" tab.

Free credit balances: Free credit balances are not segregated and may be used by Wells Fargo Advisors in the operation of its business in accordance with applicable laws and regulations. You have the right to receive from us in the course of normal business operations, subject to any open commitments in any of your accounts, any free credit balances to which you are entitled.

Investment objectives/Risk tolerances: Please inform us promptly of any material change that might affect your investment objectives, risk tolerances or financial situation, or if you wish to impose or change any reasonable restrictions on the management of your account. A copy of the Investment Advisory Services Disclosure document is available without charge upon request. Please contact the individual denoted on the front of your statement to update your information and to receive a copy of this document.

Option accounts: Pursuant to FINRA Rule 2360, option assignment notices are randomly allocated by an automated process amongst all client short option positions that are subject to exercise, including positions established on the day of assignment. Transaction confirmations that were previously furnished to you provides information on commissions and other charges related to your option transaction executions. Details of our random allocation procedures and copies of transaction confirmations are available upon request.



SNAPSHOT

Page 1 of 9

**NACM-INVESTMENT ACCOUNT C/O
NATIONAL CENTER FOR STATE COUR**

DECEMBER 1, 2020 - DECEMBER 31, 2020
ACCOUNT NUMBER: 5042-8996

Progress summary

	THIS PERIOD	THIS YEAR
Opening value	\$582,325.01	\$616,777.33
Cash deposited	0.00	0.00
Securities deposited	0.00	0.00
Cash withdrawn	0.00	-100,030.30
Securities withdrawn	0.00	0.00
Change in value	26,831.75	92,409.73
Closing value	\$609,156.76	\$609,156.76

As a Wells Fargo Advisors client, you can upgrade your investment account to add Brokerage Cash Services at no additional cost. Brokerage Cash Services provides access to convenient money movement options including mobile deposit services. It also includes teller deposit services at Wells Fargo branch locations which are provided through a limited purpose Bank account. You'll have access to many more features and benefits to help you manage your finances. It's as simple as talking with Your Financial Advisor. Ask them today about Brokerage Cash Services.

Portfolio summary

		PREVIOUS		CURRENT		ESTIMATED
ASSET TYPE		VALUE ON NOV 30	%	VALUE ON DEC 31	%	ANN. INCOME
ASSETS	Cash and sweep balances	0.03	0.00	0.03	0.00	0
	Stocks, options & ETFs	0.00	0.00	0.00	0.00	0
	Fixed income securities	0.00	0.00	0.00	0.00	0
	Mutual funds	582,324.98	100.00	609,156.73	100.00	5,605
	Asset value	\$582,325.01	100%	\$609,156.76	100%	\$5,605

SNAPSHOT

Page 2 of 9

NACM-INVESTMENT ACCOUNT C/O
NATIONAL CENTER FOR STATE COUR

DECEMBER 1, 2020 - DECEMBER 31, 2020
ACCOUNT NUMBER: 5042-8996

Cash flow summary

	THIS PERIOD	THIS YEAR
Opening value of cash and sweep balances	\$0.03	
Income and distributions	7,194.18	13,004.30
Securities sold and redeemed	0.00	99,965.00
Net additions to cash	\$7,194.18	\$112,969.30
Securities purchased	-7,194.18	-13,004.27
Other subtractions, transfers & charges	0.00	-100,030.30
Net subtractions from cash	-\$7,194.18	-\$113,034.57
Closing value of cash and sweep balances	\$0.03	

Income summary *

	THIS PERIOD	THIS YEAR
TAXABLE Money market/sweep funds	0.00	0.03
Ordinary dividends and ST capital gains	1,696.93	5,859.96
Long term capital gains	5,497.25	7,069.11
Total taxable income	\$7,194.18	\$12,929.10
Total federally tax-exempt income	\$0.00	\$0.00
Total income	\$7,194.18	\$12,929.10

* Certain distributions made in the current year are reported as prior year income according to IRS regulations. This may cause a difference between Cash Flow and Income Summary totals.

Gain/loss summary

	THIS PERIOD REALIZED	THIS YEAR REALIZED
Short term (S)	0.00	0.00
Long term (L)	0.00	28,110.02
Total	\$0.00	\$28,110.02



SNAPSHOT

Page 3 of 9

NACM-INVESTMENT ACCOUNT C/O
NATIONAL CENTER FOR STATE COUR

DECEMBER 1, 2020 - DECEMBER 31, 2020
ACCOUNT NUMBER: 5042-8996

Your Financial Advisor

HARGROVE WEALTH MANAGEMENT GROUP 428 MCLAWS CIRCLE STE 100
OF WELLS FARGO ADVISORS WILLIAMSBURG VA 23185
Phone: 757-229-7833

Please visit us at: www.wellsfargoadvisors.com

Account profile

Full account name:	NACM-INVESTMENT ACCOUNT C/O NATIONAL CENTER FOR STATE COUR
Account type:	Standard Brokerage
Brokerage account number:	5042-8996
Tax status:	Corporate
Investment objective/Risk tolerance:*	AGGRESSIVE GROWTH
Time horizon:*	LONG TERM (10+ YEARS)
Liquidity needs:*	MODERATE
Cost Basis Election:	First in, First out
Sweep option:	STANDARD BANK DEPOSIT

*For more information, please visit us at: www.wellsfargoadvisors.com/disclosures

For your consideration

Go paperless. Accessing your account documents online is easy, secure, and costs nothing. Sign on to **wellsfargoadvisors.com** with your Access Online Username and Password, select **Statements & Docs**, and then click on the **Delivery Preferences** Quick Link. Choose **Electronic Delivery** to go paperless or select specific account documents for electronic delivery. If you do not have a Username and Password, visit **wellsfargoadvisors.com/signup** or call 1-877-879-2495 for enrollment assistance.

Document delivery status

Email Address: ECARR@NCSC.ORG

	Paper	Electronic
Statements:		X
Trade confirmations:		X
Tax documents:	X	
Shareholder communications:		X
Other documents:		X

**NACM-INVESTMENT ACCOUNT C/O
NATIONAL CENTER FOR STATE COURTS**

DECEMBER 1, 2020 - DECEMBER 31, 2020
ACCOUNT NUMBER: 5042-8996

Additional information

	THIS PERIOD	THIS YEAR
Gross proceeds	0.00	99,965.00

Portfolio detail

Cash and Sweep Balances

Sweep Balances - You have the right, in the course of normal business operations, to withdraw balances in the Bank Deposit Sweep Program(s) or redeem shares of the money market mutual fund used in the sweep, subject to any open commitments in any of your accounts and have the proceeds returned to your accounts or remitted to you. Note, however, that as required by federal banking regulations, the banks in the Bank Deposit Sweep Program(s) reserve the right to require seven days prior notice before permitting a transfer out of the Bank Deposit Sweep Program(s). In addition, the money market mutual funds in the sweep reserve the right to require one or more day's prior notice before permitting withdrawals.

Standard Bank Deposit Sweep - Consists of monies generally first held at Wells Fargo Bank, N.A. and (if amounts exceed \$250,000) at one or more Wells Fargo affiliated banks.

Expanded Bank Deposit Sweep - Consists of monies held at Wells Fargo Bank, N.A. unless indicated otherwise on our public website and (if amounts exceed \$250,000) at one or more Wells Fargo affiliated or nonaffiliated banks.

Brokered Liquid Deposit - Consists of monies held at one or more nonaffiliated and Wells Fargo affiliated banks.

Assets in the Bank Deposit Sweep Program and Brokered Liquid Deposit are not covered by SIPC, but are instead eligible for FDIC insurance of up to \$250,000 per depositor, per institution, in accordance with FDIC rules. For additional information, please contact Your Financial Advisor.

DESCRIPTION	ANNUAL PERCENTAGE YIELD EARNED*	CURRENT MARKET VALUE	ESTIMATED ANNUAL INCOME
STANDARD BANK DEPOSIT	0.000	0.03	0.00
Interest Period 12/01/20 - 12/31/20			
Total Cash and Sweep Balances		\$0.03	\$0.00

* APYE measures the total amount of the interest paid on an account based on the interest rate and the frequency of the compounding during the interest period. The annual percentage yield earned is expressed as an annualized rate, based on a 365 day year.

Bank Deposit Allocation

Monies on deposit at each bank are eligible for FDIC insurance of up to \$250,000 per depositor, per bank in accordance with FDIC rules. In those instances where deposit balances exceed the maximum FDIC insurance limits, those deposits will be uninsured. Deposits at each bank are not held in your securities brokerage account and therefore not covered by SIPC. Settlement timing differences will cause balances displayed in this section to vary from those indicated in the Portfolio detail section due to activity that occurs after 2pm ET on the last business day of the month. For additional information, please contact Your Financial Advisor.

DESCRIPTION	CURRENT VALUE	AS OF VALUE DATE
WELLS FARGO BANK, N.A.	0.03	12/31
Total Bank Deposits	\$0.03	



**NACM-INVESTMENT ACCOUNT C/O
NATIONAL CENTER FOR STATE COUR**

DECEMBER 1, 2020 - DECEMBER 31, 2020
ACCOUNT NUMBER: 5042-8996

Mutual Funds

If a portion of your fund position was converted, the 'Client Investment' value may include reinvestments from previously held positions.

Open End Mutual Funds

Open End Mutual Fund shares are priced at net asset value. Estimated Annual Income and Yield refer to Dividends and Interest Income only, and typically do not reflect Total return.

DESCRIPTION	QUANTITY	ADJ PRICE/ ORIG PRICE	ADJ COST/ ORIG COST	CURRENT PRICE	CURRENT MARKET VALUE	UNREALIZED GAIN/LOSS	ESTIMATED	
							ANNUAL INCOME	ANNUAL YIELD (%)
AMCAP FUND INC CL A								
AMCPX								
Acquired 11/19/10 nc	909.19500	18.39	16,722.88		35,558.62	18,835.74		
Acquired 12/14/10 nc	243.95600	19.11	4,667.00		9,541.12	4,874.12		
Acquired 02/26/14	204.63900	28.43	5,817.90		8,003.43	2,185.53		
Reinvestments m	1,458.09400	29.23	42,620.06		57,026.05	14,405.99		
Total	2,815.88400	\$24.80	\$69,827.84	39.1100	\$110,129.22	\$40,301.38	\$211	0.19
Client Investment (Excluding Reinvestments)					\$27,207.78			
Gain/Loss on Client Investment (Including Reinvestments)					\$82,921.44			
AMER MUTUAL FD INC A								
AMRMX								
Acquired 11/19/10 nc	1,055.39000	25.15	26,547.55		47,080.95	20,533.40		
Acquired 12/14/10 nc	177.38300	25.91	4,601.00		7,913.06	3,312.06		
Acquired 02/26/14	168.00200	34.63	5,817.90		7,494.57	1,676.67		
Reinvestments m	855.37500	36.88	31,548.09		38,158.27	6,610.18		
Total	2,256.15000	\$30.37	\$68,514.54	44.6100	\$100,646.85	\$32,132.31	\$1,850	1.84
Client Investment (Excluding Reinvestments)					\$36,966.45			
Gain/Loss on Client Investment (Including Reinvestments)					\$63,680.40			
CAPITAL INCOME BLDR								
CL A								
CAIBX								
Acquired 11/19/10 nc	487.80500	51.25	25,005.00		30,736.59	5,731.59		
Acquired 12/14/10 nc	75.43200	51.49	3,889.00		4,752.97	863.97		
Acquired 02/26/14	99.16300	58.67	5,817.90		6,248.26	430.36		
Reinvestments m	320.41200	57.51	18,428.67		20,189.16	1,760.49		
Total	982.81200	\$54.07	\$53,140.57	63.0100	\$61,926.98	\$8,786.41	\$1,966	3.17
Client Investment (Excluding Reinvestments)					\$34,711.90			
Gain/Loss on Client Investment (Including Reinvestments)					\$27,215.08			
CAPITAL WORLD GROWTH & INCOME FD INC CLASS A								
CWGIX								
Acquired 11/19/10 nc	825.53700	36.34	30,005.00		49,028.64	19,023.64		

**NACM-INVESTMENT ACCOUNT C/O
NATIONAL CENTER FOR STATE COURTS**

DECEMBER 1, 2020 - DECEMBER 31, 2020
ACCOUNT NUMBER: 5042-8996

Mutual Funds

Open End Mutual Funds continued

DESCRIPTION	QUANTITY	ADJ PRICE/ ORIG PRICE	ADJ COST/ ORIG COST	CURRENT PRICE	CURRENT MARKET VALUE	UNREALIZED GAIN/LOSS	ESTIMATED	
							ANNUAL INCOME	ANNUAL YIELD (%)
Acquired 12/14/10 nc	126.89200	36.74	4,667.00		7,536.12	2,869.12		
Acquired 02/26/14	139.76300	45.75	6,394.17		8,300.53	1,906.36		
Reinvestments m	483.37000	44.78	21,647.67		28,707.33	7,059.66		
Total	1,575.56200	\$39.80	\$62,713.84	59.3900	\$93,572.62	\$30,858.78	\$1,150	1.23
Client Investment (Excluding Reinvestments)					\$41,066.17			
Gain/Loss on Client Investment (Including Reinvestments)					\$52,506.45			
EUROPACIFIC GROWTH FD								
CLASS A								
AEFGX								
Acquired 11/19/10 nc	358.15400	42.37	15,177.15		24,834.40	9,657.25		
Acquired 12/14/10 nc	127.01400	42.83	5,445.00		8,807.15	3,362.15		
Acquired 02/26/14	125.67500	49.37	6,204.58		8,714.30	2,509.72		
Reinvestments m	290.56200	48.96	14,227.53		20,147.57	5,920.04		
Total	901.40500	\$45.54	\$41,054.26	69.3400	\$62,503.42	\$21,449.16	\$108	0.17
Client Investment (Excluding Reinvestments)					\$26,826.73			
Gain/Loss on Client Investment (Including Reinvestments)					\$35,676.69			
THE NEW ECONOMY FUND								
CLASS A								
ANEFX								
Acquired 11/19/10 nc	592.18300	25.33	15,005.00		35,240.81	20,235.81		
Acquired 12/14/10 nc	89.50800	26.02	2,334.00		5,326.62	2,992.62		
Acquired 03/03/14	156.62400	39.40	6,171.00		9,320.69	3,149.69		
Reinvestments m	584.80300	40.54	23,710.20		34,801.63	11,091.43		
Total	1,423.11800	\$33.18	\$47,220.20	59.5100	\$84,689.75	\$37,469.55	\$12	0.01
Client Investment (Excluding Reinvestments)					\$23,510.00			
Gain/Loss on Client Investment (Including Reinvestments)					\$61,179.75			
SMALLCAP WORLD FD A								
SMCWX								
Acquired 11/19/10 nc	233.03100	38.50	8,973.48		18,537.62	9,564.14		
Acquired 12/14/10 nc	97.17300	39.97	3,889.00		7,730.11	3,841.11		
Acquired 03/03/14	122.15000	50.52	6,171.00		9,717.03	3,546.03		
Reinvestments m	430.93100	48.68	20,978.64		34,280.56	13,301.92		



**NACM-INVESTMENT ACCOUNT C/O
NATIONAL CENTER FOR STATE COUR**

DECEMBER 1, 2020 - DECEMBER 31, 2020
ACCOUNT NUMBER: 5042-8996

Mutual Funds

Open End Mutual Funds continued

DESCRIPTION	QUANTITY	ADJ PRICE/ ORIG PRICE	ADJ COST/ ORIG COST	CURRENT PRICE	CURRENT MARKET VALUE	UNREALIZED GAIN/LOSS	ESTIMATED	
							ANNUAL INCOME	ANNUAL YIELD (%)
Total	883.28500	\$45.30	\$40,012.12	79.5500	\$70,265.32	\$30,253.20	N/A	N/A
Client Investment (Excluding Reinvestments)					\$19,033.48			
Gain/Loss on Client Investment (Including Reinvestments)					\$51,231.84			
SHRT TERM BD FD AMER INC SHARES CLASS A ASBAX								
Acquired 02/26/14	2,183.85300	10.00	21,838.53		22,035.07	196.54		
Reinvestments	335.72800	9.94	3,338.29		3,387.50	49.21		
Total	2,519.58100	\$9.99	\$25,176.82	10.0900	\$25,422.57	\$245.75	\$307	1.21
Client Investment (Excluding Reinvestments)					\$21,838.53			
Gain/Loss on Client Investment (Including Reinvestments)					\$3,584.04			
Total Open End Mutual Funds			\$407,660.19		\$609,156.73	\$201,496.54	\$5,605	0.92
Total Mutual Funds			\$407,660.19		\$609,156.73	\$201,496.54	\$5,605	0.92

m This security contains multiple tax lots that may or may not include cost information that is reportable to the IRS.

nc Cost information for this tax lot is not covered by IRS reporting requirements. Unless indicated, cost for all other lots will be reported to the IRS.

Activity detail

DATE	ACCOUNT TYPE	TRANSACTION	QUANTITY	DESCRIPTION	PRICE	AMOUNT	CASH AND SWEEP BALANCES
12/01				BEGINNING BALANCE			0.03
12/01	Cash	DIVIDEND		SHRT TERM BD FD AMER INC SHARES CLASS A 113020 2,518.56900 AS OF 11/30/20		10.30	
12/01	Cash	REINVEST DIV	1.01200	SHRT TERM BD FD AMER INC SHARES CLASS A REINVEST AT 10.180		-10.30	0.03
12/16	Cash	DIVIDEND		CAPITAL WORLD GROWTH & INCOME FD INC CLASS A 121620 1,572.04900		204.37	
12/16	Cash	REINVEST DIV	3.51300	CAPITAL WORLD GROWTH & INCOME FD INC CLASS A		-204.37	

**NACM-INVESTMENT ACCOUNT C/O
NATIONAL CENTER FOR STATE COUR**

DECEMBER 1, 2020 - DECEMBER 31, 2020
ACCOUNT NUMBER: 5042-8996

Activity detail continued

DATE	ACCOUNT TYPE	TRANSACTION	QUANTITY	DESCRIPTION	PRICE	AMOUNT	CASH AND SWEEP BALANCES
				REINVEST AT 58.180			0.03
12/17	Cash	LT CAP GAIN		AMCAP FUND INC CL A 121720 2,749.07100		2,361.45	
12/17	Cash	DIVIDEND		AMCAP FUND INC CL A 121720 2,749.07100		206.18	
12/17	Cash	DIVIDEND		AMER MUTUAL FD INC A 121720 2,243.85400		543.01	
12/17	Cash	LT CAP GAIN		THE NEW ECONOMY FUND CLASS A 121720 1,388.05000		2,028.50	
12/17	Cash	DIVIDEND		THE NEW ECONOMY FUND CLASS A 121720 1,388.05000		12.08	
12/17	Cash	REINVESTMENT	61.44800	AMCAP FUND INC CL A REINVEST AT 38.430		-2,361.45	
12/17	Cash	REINVEST DIV	5.36500	AMCAP FUND INC CL A REINVEST AT 38.430		-206.18	
12/17	Cash	REINVEST DIV	12.29600	AMER MUTUAL FD INC A REINVEST AT 44.160		-543.01	
12/17	Cash	REINVESTMENT	34.86000	THE NEW ECONOMY FUND CLASS A REINVEST AT 58.190		-2,028.50	
12/17	Cash	REINVEST DIV	0.20800	THE NEW ECONOMY FUND CLASS A REINVEST AT 58.190		-12.08	
							0.03
12/18	Cash	DIVIDEND		EUROPACIFIC GROWTH FD CLASS A 121820 899.82700		107.98	
12/18	Cash	LT CAP GAIN		SMALLCAP WORLD FD A 121820 869.15400		1,107.30	
12/18	Cash	REINVEST DIV	1.57800	EUROPACIFIC GROWTH FD CLASS A REINVEST AT 68.440		-107.98	
12/18	Cash	REINVESTMENT	14.13100	SMALLCAP WORLD FD A REINVEST AT 78.360		-1,107.30	
							0.03
12/21	Cash	DIVIDEND		CAPITAL INCOME BLDR CL A 122120 973.02400		613.01	

**NACM-INVESTMENT ACCOUNT C/O
NATIONAL CENTER FOR STATE COUR**DECEMBER 1, 2020 - DECEMBER 31, 2020
ACCOUNT NUMBER: 5042-8996**Activity detail continued**

DATE	ACCOUNT TYPE	TRANSACTION	QUANTITY	DESCRIPTION	PRICE	AMOUNT	CASH AND SWEEP BALANCES
12/21	Cash	REINVEST DIV	9.78800	CAPITAL INCOME BLDR CL A REINVEST AT 62.630		-613.01	0.03

Specific instructions and disclosures**Income on non-reportable accounts**

Your income summary is categorized into taxable and tax-exempt income based upon the securities that you hold. Please be aware that, since this is a 1099 non-reportable account, this income will NOT be reported to the IRS, but is being provided to you for informational purposes only.

Cost basis - To add or update information or modify your reporting options, please contact Your Financial Advisor.

This statement presents estimated unrealized or realized gains or losses for your information only. If acquisition or other information is not available, the gain/loss information may not be displayed and section and summary totals may not reflect your complete portfolio. Cost basis information is not verified by Wells Fargo Advisors and should not be relied upon for legal or tax purposes. Revisions to this information (due to corporate mergers, tenders and other reorganizations) may be required from time to time.

Cost basis for factored bonds (GNMA, CMO, etc.) will be adjusted for paydown of principal. Systematic investments in mutual funds and reinvested dividends for mutual funds and stocks have been consolidated for each position. Unit cost data for systematic investments and dividend reinvestment securities is provided for informational purposes only and is a non-weighted average.

Your account statement should not be used for tax preparation without assistance from your tax consultant. We do not report capital gains or losses for non-covered securities to the IRS.

Cost basis options

Unless specific tax lots are selected at trade time, sales of tax lots will occur using the cost basis election reflected in the Account profile section.

*** THIS PAGE IS INTENTIONALLY LEFT BLANK ***

National Association for Court Management								
Budget vs Actual								
	2017 Actual	2018 Budget	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 Actual	2021 Budget No Midyear, Live Annual
<u>Revenue</u>								
4000 · Membership Dues/Regular	\$ 152,480.00	\$ 184,375.00	\$ 144,835.00	\$ 180,000.00	\$ 172,755.00	\$ 180,000.00	\$ 140,805.00	\$ 159,300.00
4005 · Membership Dues/Associate	\$ 13,785.00	\$ 7,625.00	\$ 7,920.00	\$ 7,625.00	\$ 17,285.00	\$ 14,000.00	\$ 9,285.00	\$ 15,525.00
4010 · Membership Dues/Sustaining	\$ 4,550.00	\$ 3,500.00	\$ 4,855.00	\$ 4,500.00	\$ 4,300.00	\$ 4,500.00	\$ 3,500.00	\$ 5,000.00
4015 · Membership Dues/Retired	\$ 1,650.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,340.00	\$ 1,600.00	\$ 1,650.00	\$ 2,300.00
4025 · Membership Dues/Student	\$ 210.00	\$ 245.00	\$ 140.00	\$ 245.00	\$ 315.00	\$ 245.00	\$ 35.00	\$ 175.00
4030 · Membership Dues/DUAL	\$ -	-	\$ 1,800.00	\$ 1,200.00	\$ 8,150.00	\$ 14,000.00	\$ 8,190.00	\$ 11,500.00
4035 · Membership Dues/eLimited	\$ -	-	\$ 1,640.00	\$ 900.00	\$ 315.00	\$ 245.00	\$ 35.00	\$ -
4040 · Membership Dues/Virtual Rate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,755.00	\$ -
4050 · Scholarship Fund	\$ 1,500.00	\$ 6,500.00	\$ 3,498.56	\$ 3,000.00	\$ 3,603.53	\$ 3,000.00	\$ 887.00	\$ 3,000.00
4065 · Donations/Other	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,300.00	\$ 90,000.00	\$ 89,705.00	\$ 90,000.00
4070 · Interest Income/Regular	\$ 27,326.00	-	\$ 33,976.66	-	\$ 25,312.55	\$ -	\$ 36.00	\$ -
4080 · Unrealized Gain/Loss	\$ 67,404.00	-	\$ (66,923.42)	\$ 3,500.00	\$ 91,066.93	\$ -	\$ 51,295.00	\$ -
4090 · Fees and Registrations	\$ 574,671.32	\$ 343,490.00	\$ 430,174.90	\$ 508,000.00	\$ 507,500.69	\$ 443,750.00	\$ 109,245.00	\$ 393,000.00
4095 · In-Kind Registration	\$ -	-	\$ 23,430.00	\$ -	\$ 44,092.00	\$ -	\$ -	\$ -
4100 · Social/Other Income	\$ 14,040.00	\$ 8,300.00	\$ 11,060.00	\$ 10,000.00	\$ 8,715.00	\$ 10,000.00	\$ 120.00	\$ 10,000.00
4110 · Vendor Income	\$ 237,625.00	\$ 225,000.00	\$ 267,315.00	\$ 226,875.00	\$ 235,490.00	\$ 235,000.00	\$ 58,150.00	\$ 180,500.00
4120 · Sponsorship Income	\$ 78,533.00	\$ 80,000.00	\$ 101,000.00	\$ 101,000.00	\$ 108,750.00	\$ 108,750.00	\$ 71,198.00	\$ 95,000.00
4130 · Grant Income (Conf & WeToo in 2020)	\$ 133,568.00	\$ 137,050.00	\$ 137,050.00	\$ 156,350.00	\$ 156,350.00	\$ 269,196.00	\$ 154,210.00	\$ 238,103.00
4140 · Advertising Income	\$ 16,008.00	\$ 16,500.00	\$ 9,664.00	\$ 14,500.00	\$ 12,002.50	\$ 13,000.00	\$ 5,105.00	\$ 13,000.00
4150 · Publication Sales	\$ 2,362.00	\$ 500.00	\$ 1,106.74	\$ 500.00	\$ 2,081.00	\$ 500.00	\$ 1,430.00	\$ 900.00
Total Revenue	\$ 1,415,712.32	\$ 1,104,685.00	\$ 1,204,142.44	\$ 1,309,795.00	\$ 1,489,724.20	\$ 1,387,786.00	\$ 709,636.00	\$ 1,217,303.00
<u>Expense</u>								
5100 · Travel/General	\$ 28,762.50	\$ 53,000.00	\$ 36,008.64	\$ 61,500.00	\$ 39,457.30	\$ 69,216.51	\$ 23,011.00	\$ 41,612.00
5105 · Travel/President	\$ 17,231.15	\$ 20,000.00	\$ 17,422.85	\$ 20,000.00	\$ 9,397.74	\$ 15,000.00	\$ 4,447.00	\$ 7,500.00
5110 · Travel/Officer	\$ 294.33	\$ 1,500.00	\$ 865.69	\$ 1,500.00	\$ 1,432.26	\$ 1,500.00	\$ 250.00	\$ 1,500.00
5120 · Travel/Site Visit	\$ 4,231.00	\$ 4,000.00	\$ 747.94	\$ 4,000.00	\$ 5,518.63	\$ 4,000.00	\$ (710.00)	\$ 2,000.00
5125 · Travel/Association Serv.	\$ 13,432.68	\$ 20,000.00	\$ 10,315.95	\$ 20,800.00	\$ 15,358.56	\$ 18,196.00	\$ 3,009.00	\$ 9,648.00
5130 · SJI Speaker Travel	\$ 8,290.10	-	\$ 5,974.84	\$ 15,500.00	\$ 15,353.59	\$ 15,500.00	\$ 5,668.00	\$ 13,000.00
5200 · Honoraria	\$ 24,584.90	\$ 25,000.00	\$ 27,025.16	\$ 15,000.00	\$ 15,146.41	\$ 20,000.00	\$ 9,500.00	\$ 15,000.00
5300 · Conference Expenses	\$ 229,632.81	\$ 135,500.00	\$ 179,346.39	\$ 54,849.00	\$ 45,046.60	\$ 29,499.00	\$ 21,236.00	\$ 21,450.00
5310 · Food and Beverages	\$ 265,913.25	\$ 362.00	\$ 210,235.19	\$ 418,000.00	\$ 431,505.61	\$ 374,000.00	\$ 60,803.00	\$ 274,923.70
5320 · Audio Visual	\$ 57,754.60	\$ 58,350.00	\$ 59,145.80	\$ 80,000.00	\$ 80,000.00	\$ 68,500.00	\$ 94,525.00	\$ 40,384.17
5400 · President's Discretionary	\$ 2,305.80	\$ 2,500.00	\$ 2,591.25	\$ 2,500.00	\$ 536.60	\$ 2,500.00	\$ 1,154.00	\$ 2,500.00

	2017 Actual	2018 Budget	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 Actual	2021 Budget No Midyear, Live Annual
WE TOO	\$ 1,716.08	\$ 2,700.00	\$ 140.07	\$ -	\$ -	\$ 113,346.00	\$ -	\$ -
5600 · Scholarships	\$ 12,521.00	\$ 8,000.00	\$ 6,765.00	\$ 7,865.00	\$ 5,420.00	\$ 6,410.00	\$ 544.00	\$ 6,410.00
5650 · Awards	\$ 699.69	\$ 2,200.00	\$ 583.06	\$ 1,300.00	\$ 853.22	\$ 1,300.00	\$ 494.00	\$ 1,300.00
5700 · Presidents Gifts	\$ 792.56	-	\$ 611.44	\$ 400.00	\$ 170.13	\$ 400.00	\$ 153.00	\$ 400.00
6010 · Webinars	\$ -	\$ 1,600.00	\$ 3,859.83	\$ 2,988.00	\$ 2,427.60	\$ 2,988.00	\$ 202.00	\$ 1,632.00
6200 · Postage	\$ 7,595.69	\$ 6,000.00	\$ 3,863.91	\$ 4,250.00	\$ 2,661.78	\$ 3,900.00	\$ 2,040.00	\$ 2,800.00
6300 · Printing/Photocopying	\$ 50,391.10	\$ 13,250.00	\$ 11,310.00	\$ 11,125.00	\$ 11,289.88	\$ 12,625.00	\$ 5,495.00	\$ 12,625.00
6400 · Office Supplies	\$ 1,471.78	\$ 600.00	\$ 108.69	\$ 100.00	\$ 121.36	\$ 100.00	\$ -	\$ 100.00
6500 · Insurance Expense	\$ 7,832.92	\$ 7,500.00	\$ 7,613.32	\$ 7,700.00	\$ 7,507.83	\$ 8,200.00	\$ 6,293.00	\$ 9,500.00
6600 · Consultant	\$ 44,700.00	\$ 45,850.00	\$ 46,667.30	\$ 52,758.00	\$ 47,012.80	\$ 47,704.75	\$ 39,039.00	\$ 161,507.00
6610 · Audit Fee	\$ 2,750.00	\$ 1,500.00	\$ 2,885.00	\$ 10,000.00	\$ 10,480.00	\$ 3,000.00	\$ 2,885.00	\$ 3,000.00
6700 · Website Devp/Internet Exp	\$ 12,948.80	\$ 32,205.00	\$ 17,904.76	-	\$ 6,568.00	\$ 6,500.00	\$ 7,814.00	\$ 8,070.00
6800 · Credit Card Fees	\$ 22,255.00	\$ 15,000.00	\$ 13,990.76	\$ 15,000.00	\$ 21,179.80	\$ 17,000.00	\$ 7,609.00	\$ 12,000.00
6810 · Licenses & Fees	\$ 151.95	\$ 170.00	\$ 153.00	\$ 281.00	\$ 181.00	\$ 1,085.00	\$ 158.00	\$ 158.00
6820 · Admin Supp/Contract Fee	\$ 369,462.96	\$ 376,983.50	\$ 391,481.54	\$ 384,523.00	\$ 393,079.25	\$ 403,383.00	\$ 350,957.00	\$ 388,357.00
6950 · Depreciation	\$ -	-	\$ 2,216.67	-	\$ 4,433.29	\$ 4,000.00	\$ 4,433.00	\$ 4,500.00
7000 · Grant Match-Travel	\$ 3,688.70	\$ 16,500.00	\$ 5,150.63	\$ 15,500.00	\$ 5,620.54	\$ 15,500.00	\$ 1,313.00	\$ 5,000.00
7010 · Grant Match-Honorarium	\$ 13,936.30	\$ 7,000.00	\$ 18,254.84	\$ 15,000.00	\$ 44,395.59	\$ 15,000.00	\$ 2,250.00	\$ 10,000.00
7020 · Grant Match-Audio Visual	\$ 66,565.06	\$ 58,200.00	\$ 71,225.89	\$ 96,150.00	\$ 97,855.82	\$ 68,500.00	\$ 27,737.00	\$ 40,384.16
7030 · Grant Match-Admin Support	\$ 65,351.04	\$ 66,526.50	\$ 66,525.96	\$ 67,857.00	\$ 67,857.00	\$ 69,214.00	\$ 69,214.00	\$ 50,000.00
Total Expense	\$ 1,343,691.62	\$ 1,227,835.00	\$ 1,224,461.23	\$ 1,392,046.00	\$ 1,389,869.32	\$ 1,418,067.26	\$ 751,523.00	\$ 1,147,261.03
Change in Net Assets	\$ 73,497.42	\$ (123,150.00)	\$ (20,318.79)	\$ (82,251.00)	\$ 99,854.88	\$ (30,281.26)	\$ (41,887.00)	\$ 70,041.97
Net Assets at beginning of year	\$ 667,708.00	\$ 645,806.00	\$ 645,806.00	\$ 627,315.63	\$ 627,315.63	\$ 727,170.51	\$ 727,170.51	\$ 685,283.51
Net Assets at end of year	\$ 645,806.00	\$ 522,656.00	\$ 627,315.63	\$ 627,315.63	\$ 727,170.51	\$ 696,889.25	\$ 685,283.51	\$ 755,325.48
Investment Income							\$ 41,114.00	



National Association for Court Management

Strengthening Court Professionals

Governance Committee Progress Report Form – 2020-2021

	Report	Due Date	Submission Date
	Fall Progress Report	November 4, 2020	
X	Midyear Progress Report	February 1, 2021	January 25, 2021
	Annual Progress Report	June 2021	

Project	Project Status	Strategic Priority? (Yes/No)	Discussion Needed? (Yes/No)	Board Action Needed? (Yes/No)	If Yes to discussion or action, please describe what needed
National Agenda	Nearing completion for presentation to partner organizations & NACM members	Yes	Yes	Yes	Approval of format/priorities, please see linked information National Agenda Online Resource
Ethics	Ethics codes continually added to catalog site; Adding smaller court codes to the list	No	No	No	
Operations Manual	Completed collection of revisions, now will go through and make sure everything reads correctly and nothing was missed with content/attachments	No	No	No	
State of the Profession Address	Work will begin on this in the next month or two; Small committee created to get this started	No	No	No	
Voice of the Profession	Annual survey of the membership to determine NACM's priorities and to ensure we're meeting the needs of members	Yes	No	No	

Diversity and Inclusion	Monthly discussion meetings	Yes	Yes	No	Will to provide information
--------------------------------	-----------------------------	------------	------------	-----------	------------------------------------

Time needed at meeting for Committee report: 30 minutes

Submitted by: Angie VanSchoick

Date: January 25, 2021



National Association for Court Management

Strengthening Court Professionals

Membership Committee Progress Report Form – 2020-2021

	Report	Due Date	Submission Date
	Fall Progress Report	November 4, 2020	
X	Midyear Progress Report	February 1, 2021	
	Annual Progress Report	June 2021	

Project	Project Status	Strategic Priority? (Yes/No)	Discussion Needed? (Yes/No)	Board Action Needed? (Yes/No)	If Yes to discussion or action, please describe what needed
Membership price reduction for 1st time members	Membership price reduced during virtual, extended until 12/31/20	Yes	No	No	
Membership Scholarship giveaway/drive during mid-year	Recommendation from Membership Committee	Yes	Yes	Yes	We gave away two scholarships during virtual education.
Member Website	Member portal landing page updated. Membership Committee recommendations for further update.	Yes	No	No	
Members ONLY offering during mid-year sessions	Developed sessions to provide ROI for members	Yes	No	No	Will want to track how many sign up to be a member in order to gain access to these sessions.

Project	Project Status	Strategic Priority? (Yes/No)	Discussion Needed? (Yes/No)	Board Action Needed? (Yes/No)	If Yes to discussion or action, please describe what needed
Target California, Texas, Florida, New York	California and Texas Associations approached	Yes	No	No	
Mentorship Program	Updating Mentorship Program Guide, need to roll it out; Touch point with mentor/mentees in March.	Yes	No	No	
Ambassador program	Pilot program developed; need to roll out program	Yes	No	No	
ECP	ECP spotlight in Court Express	Yes	No	No	
ECP	Finding ways to promote NACM for non-managers	Yes	No	No	
Merch by Amazon	SWAG items – need more promotion	Yes	No	No	

Time needed at meeting for Committee report:

Submitted by: Tina Mattison and Michelle Dunivan

Date: Feb 1, 2021



National Association for Court Management

Strengthening Court Professionals

Communications Committee Progress Report Form – 2020-2021

	Report	Due Date	Submission Date
	Fall Progress Report	November 4, 2020	
X	Midyear Progress Report	February 1, 2021	January 29, 2021
	Annual Progress Report	June 2021	

Project	Project Status	Strategic Priority? (Yes/No)	Discussion Needed? (Yes/No)	Board Action Needed? (Yes/No)	If Yes to discussion or action, please describe what needed
Podcasts	November 12, 2020: Bonus Episode – Court Professionals and Protests: What Should You Be Thinking About Now? November 19, 2020: Part One: Protests, Forest fires, and the Pandemic. December 17, 2020: Part Two: Protests, Forest fires, and the Pandemic. January 21, 2021: Local Courts – Their Complex Issues and How They Are Solving Them. January 28, 2021: Bonus Episode Two on Local Courts. <i>Episodes air monthly on the third Thursday and will move to the third Friday when spring webinar series begins February 25.</i>	Yes ¹	No	No	
Social Media	Kevin Lane keeps NACM social media presence growing on Facebook, Instagram, LinkedIn, Twitter, and YouTube. Zenell Brown, Cristina Prieto, and Rob Zastany have volunteered to assist. New postings include membership, holiday gifts, tax deductions, and newsworthy items.	Yes ²	No	No	

¹ SFA#1, Goal 1.3 Increase use of social media for outreach, distribution of materials, and communication.

² SFA#1, Goal 1.3 Increase use of social media for outreach, distribution of materials, and communication.

Project	Project Status	Strategic Priority? (Yes/No)	Discussion Needed? (Yes/No)	Board Action Needed? (Yes/No)	If Yes to discussion or action, please describe what needed
Webinars	<p>November 5, 2020 Webinar: <i>Best Practices for Upgrading Court Records</i> sponsored and presented by the PBSA and the CDIA.</p> <p>December 16, 2020 Webinar: <i>The 2021 Caseload Avalanche: Be Prepared</i> sponsored and presented by Reconnect, Inc.</p> <p>January 7, 2021 Webinar: <i>Robotic Process Automation – Empowering Courts to Tackle Challenges in New Ways</i> sponsored and presented by Ankobia Group, LLC.</p> <p><i>Thomson Reuters and Tyler Technologies sponsored webinars are being considered if they do not conflict with spring webinar series.</i></p>	Yes	Yes	No	Discussion if needed for NACM sponsorship and revenue opportunities.
Court Express	<p>2021 Production Schedule and Ad Rates are posted on the website.</p> <p><i>March Vol. 22/1</i> Edition copy deadline: 2-19-21 Distribution: 3-05-21</p> <p><i>May Vol. 22/2</i> Edition copy deadline: 5-07-21 Distribution: 5-28-21</p>	Yes	Yes	No	
Court Manager	<p>2021 Production Schedule and Ad Rates are posted on the website.</p> <p><i>Spring 2021</i> edition final copy deadline: 2-08-21 Magazine posted online 3-29-21</p> <p><i>Summer 2021</i> edition final copy deadline: 4-19-21. Magazine posted online 6-14-21</p>	Yes ³	Yes	No	
Partnerships	<p>Develop partnerships to advocate for the profession and increase partnership opportunities: 2020 NACM/CCPIO Media Guide; Partner with COSCA for awards; Dual Memberships.</p>	Yes ⁴	Yes	No	

³ SFA #2, Goal 2.2-Create a “database” of *Court Manager* and conference session materials by topics and authors. Goal 2.4 Partner Corner.

⁴ SFA #3, Goal 1.3 Partner with COSCA for awards for best contribution from front line employees.

Project	Project Status	Strategic Priority? (Yes/No)	Discussion Needed? (Yes/No)	Board Action Needed? (Yes/No)	If Yes to discussion or action, please describe what needed
Website	<p>Resource Index – Completed and active on the NACM website. Publicize and encourage use.</p> <p>Website Landing Pages – 2020 Virtual Education Program and Expo sessions and PowerPoint presentations 8-20-20 through 10-22-20 are on the NACM website: https://nacmnet.org/2020-virtual-education-program-and-expo/</p> <p>2021 Midyear Conference information on nacmnet.org/conferences for now.</p>	Yes ⁵	Yes	No	
Public Landing Pages	<p>Update public landing pages for key topics and audiences.</p> <p>Develop partnerships and projects to increase traffic to public landing pages.</p>	Yes	Yes	No	
Electronic Membership Directory	New project initiated by the Communications Committee under the leadership of Dorothy Howell to link membership internally and provide another networking opportunity.	Yes	No	No	

Time needed at meeting for Committee report: 15 Minutes

Submitted by: Chair Charleston Carter

Date: January 29, 2021

⁵ SFA #2, Goal 2.2 and Goal 2.3 Develop website landing pages for key topics – SJI priorities, webinars, etc.

Sponsorship & New Revenue Opportunity Options

Sponsored Webinars

Offer 3-4

\$2,500-previous sponsors

\$2,000-offered to first time sponsors, with NACM approval

Scheduled **Webinar Series**-Feb. 25, March 18, April 22, May 20

Sponsored webinars could be scheduled during months referenced above in beginning of month or later throughout the year.

Education Sponsor-provides pre-recorded session, no more than 45 minutes

Session posted on NACM website, on a newly created sponsored sessions web page.

Sponsorship includes email blasts promoting session and special sponsor education web page (possibly 2-3 email blasts)

Pricing could be tiered based on how long session is posted. Depending on subject matter, sponsor may only want to have available one to three months.

One Month - \$1,500

Two Months - \$2,200

Three Months - \$2,700

Advertising-Electronic ads posted on website, email blasts, or before session

NACM Main Web Page - \$3,000 per month; only one ad on page

NACM Membership Page - \$2,600 per month; two ads max at one time

Video Ad - \$4,000. A 2-3 minute, pre-recorded video ad (before a scheduled webinar, cannot be scheduled during sponsored webinar unless same company).

Sponsorship Incentives-offer previous sponsors special incentives to sign up and pay deposit now, whether annual is in person or virtual. Examples include logo on website, first choice of schedule, advertising discounts, etc.