



FALL BOARD MEETING MINUTES

Saturday, October 12, 2024

9:00 am - 4:30 pm CT

Omaha, NE

Hilton Omaha – Hill Room

Present: Tina Mattison, Roger Rand, Nicole Garcia, Greg Lambard, Courtney Whiteside, Melinda Brooks, Kristie Collier, Dawn Palermo, Nate Mingo, Rick Pierce, Creadell Webb, Kelly Hutton, and Erin Carr with Jeff Chapple virtually attending through the Governance Report section.

1. President's Report

- a. August 27 meeting minutes are approved as submitted.
- b. Officer meeting recap – Nebraska SCA and another person in the NE courts came by to talk to Officers. They're reaching out to their court associations and limited jurisdiction associations to pump up the conference and see if they have any host and conference reg volunteers.
- c. Tina was pleased with the Annual postcon report. Overall it was good feedback.
- d. ICAC Court Award – Tina explained the idea of the ICAC award and that NACM would need to contribute around \$1,500 for travel expenses. Greg explained that the previous Technology awards were CITOC and NACM and were given virtually in 2020. Tina asked if NACM wants to move forward partnering with IJIS on the ICAC award with a slight revision to the criteria and language. Roger suggested that ICAC revise language to explicitly say the award cannot be given to a vendor.
- e. Tina was invited to the SJI conversation on attacked on the third branch. They're asking how we address it.
- f. Tina sent out the NACM-NCSC Contract and Scope of Services. Tina asked if anyone had questions but will discuss this in detail tomorrow morning during the executive session.

2. President-Elect's Report & Conference Development

- a. Atlantic City is on super bowl Sunday so the timeline on Sunday will be moved up by a half hour to avoid kick-off and the game. The midyear conference will also include a Social on Monday night at the Harrah's pool.
- b. Kelly and Tina will work on the overall speaking timelines for the annual conference. Changing SIG name to Fireside Chats. Kelly would like to give out Swag for those who attend business meeting. Would like to have a table in vendor hall for people to discuss NACM and membership.
- c. Erin and Roger went to two locations yesterday to visit social venues – Omaha Design Center and Steelhouse. Kelly would like to go with the Steelhouse.
- d. Extending Call for Proposals until next Friday, October 18. Erin will send out an



email and Kelly asked that Dawn get a social media post out.

- e. Jude is working on history of NACM and Rick has volunteered to be in charge of awards.
- f. Kristie suggested the Board be very specific about shuttles and transportation for Omaha and AC. American Airlines has a luxury bus that will transport people from the airport, but Kristie asked where it leaves you off. Kelly shared that the CVB in AC will provide Uber codes and funding for transportation. Courtney thought maybe transportation could be a separate correspondence from the WTKBYG email. **Kelly will see if the CVB can provide signage at AC airport or with buses from PHL to AC.**
- g. There is discussion for annual of doing yoga instead of a fun run.

3. Vice President's Report & CORE® Committee Report

- a. Tomorrow will be strategic planning. Greg has handouts of everything accomplished this year and draft goals.

4. Secretary/Treasurer

- a. Roger reviewed the value in attending the Secretary/Treasurer training in Williamsburg with Erin and explained the process for the training.
- b. Roger would like to know if the Board wants to lower the group rates for midyear. Kristie made a motion to lower the group rate to \$450. Nicole seconds the motion to lower the group rate. Rick would like to see the rate lower than \$25 off. **Kristie revised her motion to put the group rate for members at \$425. Rick seconds the motion. All in favor, none opposed. The motion carries. Greg made a motion to lower the non-member rate to \$590. Courtney seconds the motion. All in favor, none opposed. The motion carries.**
- c. **Dawn made a motion to increase the cost of airfare to \$600 before requiring president approval. Creadell seconds the motion. All in favor, none opposed. The motion carries.**
- d. Website maintenance the cost for 2025 is \$10,200 to include AWS storage. **Greg made a motion to accept the cost of \$10,200 cost of website maintenance. Rick seconds the motion. All in favor, none opposed. The motion carries.**
- e. **Kristie made a motion to approve the board service promotion video done by Inspire Media. Melinda seconds the motion. All in favor, none opposed. The motion carries.**
- f. **Greg made a motion to accept the Inspire Media quote of \$65,000. Kelly seconds the motion. All in favor, none opposed. The motion carries.**
- g. Roger shared financial information that NACM is in good standing. Roger is going to look into speaking with Wells Fargo to see if NACM can move some mutual funds into a higher yield four-month CD between conferences where NACM could gain a considerable amount of money.
- h. Webex/Socio – Roger is proposing to keep Zoom for 2025 and then switch to strictly Webex. **Jeff made a motion to approve the three-year contract of**



Webex Suite. *Greg seconds the motion.* All in favor, none opposed. **The motion carries.**

- i. **Kristie made a motion to end the Zoom contract at the end of 2025.** *Creadell seconds the motion.* Kelly makes a recommendation to transition to Webex at the end of July 2025. All in favor, none opposed. **The motion carries.** (Greg did not vote as he was not in the room.)
- j. SJI Grant budget – Increasing CORE trainings to two two-day trainings (four days total). **Nicole made a motion to approve the SJI budget grant.** *Courtney seconds the motion.* All in favor, none opposed. **The motion carries.**
- k. **Greg made a motion to approve the 2025 budget as presented.** *Courtney seconds the motion.* All in favor, none opposed. **The motion carries.**

5. Immediate Past President’s Report

- a. Past Presidents met and expressed their appreciation for current events with NACM. Rick encouraged them to be active on committees. A few past presidents are interested in being on a board recruitment video.

6. Communications Committee

- a. Janet requested content for Court Express and committee member highlights. Roger made the suggestion to have the Court Express as a podcast. A committee member volunteered to do this. The board is interested in Dawn going the podcast route for the Court Express.
- b. The editor search for the Court Manager is ongoing. Melinda and Dawn with work together to get issues out until an editor can be found. Melinda, Dawn, and Phil Knox will do interviews when there are potential candidates.
- c. No requests for AI Guide Revisions. Roger will see if they can get vendor input/updates.
- d. Peter asked for any suggested topics for the podcast.
- e. Social Media Subcommittee is running smoothly. Dawn thanks them for their service. There are 1,500 followers on social media. Working on improving analytics. Dawn is asking that the website committee improve that portion.
- f. Dawn reviewed webinar stats for DEI and upcoming webinars.
- g. Website was handled in the Secretary/Treasurer report. Board service videos will be recorded on Tuesday with Nate as host. Peter Kiefer is helping Dawn put it together and will see if it works for the website.

7. Governance Committee

- a. Governance drafted a policy for refunds of conference registration fees and scholarships. Kelly suggested sticking with the current policy. Nicole advised to at least add the scholarship portion to the existing policy. Creadell suggested adding pieces of the scholarship cancellation part to the scholarship application rather than the cancellation policy. Nicole will table the discussion on



scholarship cancellations for now and have a discussion with Kelly prior to the December board call.

- b. Procedure for handling complaints against board members and committee chairs. Page 18 of the board book is a draft of this procedure. Rick clarified that non board members can only serve as a subcommittee chair. Nicole clarified that this portion would sit in Section 4 of the bylaws. The board debated different sides to the policy. Kelly suggested that the board include in a governing document how to start this process rather than writing out the detailed procedures. Nicole asked if this should be an appendix to the Operations Manual as opposed to adding to Section 4 of the bylaws. Nicole will revise the procedures to change committee chairs to subcommittee chairs and have complaints go to the President and bring the document back to the Board in December or if completed prior via email.
- c. Voice of the Profession survey. There was 254 people who completed the survey this year. There were a lot of positive takeaways. Dawn will share the feedback on what members want to see with Peter for podcast ideas.
- d. Governance committee made edits and approved the original resolution 2 as submitted in the board book. **Roger made a motion to approve the resolution in support of discontinuing the use of master or special master.** *Creadell seconds the motion.* Kelly and Courtney questioned how this is an original resolution versus a supportive one. Rick shared that in the past any change to a supportive resolution would count as an original resolution, but NACM could add a note that it started from a supportive one, but information was added/changed. All in favor, Courtney opposed. **The motion carries.**
- e. Nicole provided an update on the court employee appreciation kits. They haven't started work on it yet, but it will be a major task that Governance will tackle.

8. Membership Committee

- a. Erin discussed changing the membership invoicing schedule to move the second and third notices up by a month and the purge date up a month. Asked the board if anyone knew why there was a month gap. No current board members knew why but thought it may be give a grace period. We will keep the schedule as is but look into a notice during registration for anyone who is up for renewal when



registering for a conference. Erin will also inquire with ACGI if autorenewal for membership is an available option in the system.

- b. New Member call will be October 24. Kristie and Cassie will get together to organize that.
- c. Raeann will provide Kristie with dates for 2025 on Tribal Court Roundtables
- d. Limited Jurisdiction roundtable will be in January 30.
- e. Kristie received one membership scholarship and will approve that. She got one volunteer to head up membership scholarships.

9. DEI Committee

- a. Sept 18 was the first meeting. Spoke to membership about what it is they're looking for this year from the DEI committee. Most said they liked resources that are available. Creadell would also like to focus on collaboration with other committees and increasing engagement.
- b. October 16 meeting Creadell will lead a discuss on generational awareness.
- c. Creadell submitted a session for the annual conference. He is also encouraging committee members to submit a proposal.
- d. Committee wants to continue with webinars for membership. Creadell would like the committee to focus on education and engagement this year.
- e. DEI committee would like to be a resource for NACM membership. Nicole shared that the committee lends advice to court members on the call who have questions.

10. Strategic Planning

- a. The board began a discussion on the strategic planning documents Greg provided.

11. Adjourn – The meeting was adjourned at 2:15pm.