



ANNUAL BOARD MEETING

Saturday, July 9, 2022

ROOM 101 B

9:00 am – 4:30 pm CT

Board Book available on [Board Page](#)

MINUTES

1. President's Report

- a. Approval of June 7 board minutes – no changes, minutes are approved.
- b. Officers discussed conference logistics, board meeting and partners, crisis plan at registration desk and available in Box. Announcements and slides are in Box. Jeffrey requested that no more changes be done in Box, if you need a change ask him. Kathy proposed removing board members from committee award slides. Board members would still get them, but it would be behind the scenes at the board meeting rather than in front of everyone at the conference. No one had any issues so Jeffrey will adjust the slides. Kathy asked that board members submit proposals for action items with the boardbook materials so they can be reviewed in advance. Partners will join at 2pm for dessert.
- c. Committee structure – Officers feel Education committee is too much of a repeat of conference development. Will ask Board to vote to remove committee. Make Vice President vice-chair under conference development. Roger asked if Core would be a standing committee then or remain sub-committee. Kathy said that would be something to vote on as well. **Kathy made a motion to do away with education committee, make core a standing committee under the bylaws.** *Rick seconds the motion.* All in favor, none opposed. **Motion is passed.** Chairs and vice chairs will be a result of President appointment.

2. President-Elect's Report

- a. Safety protocol and emergency plan were covered by Kathy.
- b. Latest numbers from hotel – Hyatt was fine but did not meet attrition rate for Hilton. NACM will take a financial hit on the hotel side. There are two speakers that can't come due to covid but their sessions are still covered.
- c. Board is welcome to pop in to JTC meeting on Sunday. Most JTC appointments will expire at the end of next year so Jeffrey mentioned if their was board interest this is the best time to see what the group does. Sunday afternoon is the leadership seminar that Jude and Rick organized. Partnered with NASJE to put on this session.
- d. ECP and First-Time attendee receptions are combined this year. There will be a rock paper scissors tournament. Sunday night reception will wrap up the evening.
- e. Monday – chief justice from Wisconsin doing the welcome, Monday during lunch a rep from Milwaukee Justice League will speak. Deputy State Court Admin will do another



welcome on Monday as well.

- f. Jeffrey gave an overview of the rest of the conference including agenda items.

3. Vice President Report

- a. There are currently 14 people that are participating in the Core Champion certificate program. There have been a lot of barriers for members to attend conferences so Kelly thinks that moving beyond the pilot stage NACM should post all recorded sessions posted to Core website, figure out a plan to include state associations and their programs. Kathy asked how far back they would go to include recorded sessions – include 15 mins or only longer sessions. Kelly said they shouldn't count until the longer sessions started (same time as Core Champion started). Kathy doesn't feel the state association sessions should count because NACM doesn't have control over those sessions to ensure they are real Core sessions.
- b. Kelly proposed a phase 2 where part of it can be behind closed doors (on the member portal). **Kelly made a motion to move core champion to phase 2 and have a repository or website in which we would house our approved NACM conference session along with the structured responses.** *Rick seconds the motion.* All in favor, none opposed. **The motion is passed.**

4. Secretary/Treasurer's Report

- a. Tina reviewed the May financial statement in the Boardbook.
- b. Gave away two conference scholarships but one person is no longer able to attend. Kathy suggested rolling her conference registration into virtual rather than moving it forward to next year. Brandon will contact that recipient and if she feels well enough to attend virtually, they will do that, if not the Board will vote on rolling it to Midyear 2023.
- c. SJI Grant – constant issue lately is speaker costs – either too expensive or small payments. So, the board will need to consider how much to request from SJI this year during the Fall Board Meeting.
- d. Tina discussed the conversation from Midyear about drawing down investments but has decided since the stock market went down that drawdowns will not take place right now unless necessary. **Greg made a motion that the incoming secretary/treasurer be tasked with creating a short-term work group to work on a long-term financial strategy for the board to consider.** *Roger seconds the motion.* All in favor, none opposed. **The motion is passed.**
 - i. Tina asked if there's anyone interested in being on the workgroup. Jeff, Brandon, and TJ volunteered.
- e. Tina asked Jude if some of the plenary speakers could do a follow-up session after the conference in order to use some of the SJI funds. Jude said it's something he could find out.

5. Immediate Past President's Report

- a. Past Presidents are all alive and well. They will meet for lunch in Milwaukee.
- b. TJ received an email from a past president. Kathy read it to the Board. It was regarding NACM holding the annual conference in Tampa and recent issues with Florida's legislation



against DEI. The officers discussed the email yesterday and how NACM would take a huge financial hit for the Tampa and Jacksonville contracts. Kathy feels that NACM shouldn't step into the political arena by not going to Florida. DEI is heavy on the agenda for the Tampa conference.

- c. Jeff mentioned it's difficult to find the Declaration of Candidacy on the website. He's recommending it be on the "who we are" section of the webpage.

6. Governance Committee

- a. Bylaw revision – changing "in person" meetings to just meetings in the bylaws. Rick mentioned that the mission and vision statements need to be matched in the bylaws as well.
 - i. Menti vote link on bylaws add to app. Erin will upload the link and the updated bylaw revision to the app for members who are present, whether in person or virtually, at the business meeting on Monday.
- b. Governance will continue updating the operation manual and reviewing the resolution processes.
 - i. Kent added that most resolutions are not original and come through COSCA or CCJ and don't fit the process that NACM has. The committee will try to make the process for the ones they receive the most, easier.

7. Membership Services

- a. Membership survey – Brandon just sent raw results, received about 250 responses. Brandon reviewed results with the Board.
- b. Membership Campaign – BOGO membership for people from the same states. Allow up to 30 people to get half off of membership targeting specific states that have low membership. **Cheryl made a motion to approve \$200 in expenses for a membership campaign that may so reduce revenues by \$2,000 that the membership committee will create and define as a pilot to increase membership in low numbered states. Greg seconds the motion. All in favor, none opposed. The motion is passed.**
- c. Cheryl would like to focus on more remote networking next year.

8. Communications Committee

- a. There's been an inquiry about digitizing all Court Manager issues. Jesse shared that NCSC has already done this.
- b. Jeff is recommending that NACM send/continue to send regular emails to members as a way to engage members more frequently.

9. NCSC Update

- a. Jesse asked for feedback from the Board on if NCSC is overwhelming people with too many emails. Kent shared that the reminder emails are too much, or they need to be denoted as reminder.
- b. Jesse shared a new "digest" for all associations to share documents with other associations – cross-marketing type function that could come out in the next month or two. It would go



out every other week or as needed.

- c. Eviction diversion program is ongoing and a multi-year project. It's getting a lot of attention through the court community.
- d. NCSC is launching a hybrid hearings initiative. Deadline is next week for a court to be considered for a grant to test out hybrid hearings.

10. 2023-2025 Strategic Projects

- a. Another strategic plan won't have to be done for another 3 years. The strategic projects will be done at the Fall Board Meeting. Tina will be leading the strategic projects.

11. New Business/Open Discussion

- a. Roger reviewed the NACM site analytics.
- b. Roger will follow up with CITOC and have a conversation with them on assistance for tech related items for NACM.
- c. Tina mentioned that she purchased NACM swag tote bags for the committee meetings that people can win through a drawing.

12. Executive Session (if needed)

- a. Not needed

13. There being no further discussion the meeting was adjourned at 1:49pm. Partner discussion will take place when they arrive.

14. Partner Reports & Updates

- a. Jeff Shorba – COSCA – COSCA paper approved at Spring board meeting entitled “serving court customers”. Its lessons learned from the pandemic for courts. The next paper discussed in two weeks is called “In Defense of Courts: Effective Communication in the Digital Age”, about being proactive in handling misinformation and communicating about what courts do. Annual conference with CCJ in Chicago in a few weeks, theme is behavioral health in the state courts. COSCA midyear will be on Alabama coast in December – theme is “the future is now” and plays off the COSCA paper. The new president will start at the end of the Chicago meeting – Carl Hayes from VA. They will have their partners speak at general business meeting in Chicago. Jeff asks that Jeffrey talk about what is NACM and why it's important.
- b. Todd Brower – NASJE – Long partnership with NACM and some will be at the Leadership Seminar tomorrow. Todd asked that when judicial educators come to court managers asking if they can go to New Orleans for their conference, he asks that they consider the request.
- c. Thomas Bruton – IACA – President-Elect is Pam Harris which she will be President effective in October in Helsinki. Membership is \$50 a year for all members, associations for all members is \$400.
- d. Karri Sandusky – FCCA – Annual conference is next month in Washington DC. Celebrating 100th anniversary at the Mayflower Hotel. Conference theme is resiliency.



- e. Debbie Dibble – NCRA – Sharing papers on concerns they’re seeing with the “new normal”. She has had numerous court administrators reach out to her with concerns about needing more court reporters. Debbie will be working on a new training program for students to get them into positions as soon as possible after schooling. She asked for any information from the Board that should be shared with these new students.