



BOARD CONFERENCE CALL
Tuesday, April 2, 2019 – 2:00 PM
ET

MINUTES

Present: TJ BeMent, Vicky Carlson, Callie Dietz, Paul DeLosh, Michelle Dunivan, Kathy Griffin, Jennifer Haire, Greg Lambard, Tina Mattison, Rick Pierce, Janet Reid, Alyce Roberts, Jeffrey Tsunekawa, Angie VanSchoick
Absent: Charleston Carter, Frank Hardester, Will Simmons

1. Welcome. Paul called the meeting to order noting who was on the call.

- a. Paul asked if there were any changes or edits to the February 9, 2019 Board Meeting minutes. Vicky asked to remove the sentence on page 5 which states: “Past Presidents will be assisting with the board health survey” as they did not. With that change, the minutes were approved.

2. Governance Committee

- a. Greg Lambard discussion on original resolution; *Commitment to Increasing the Public’s Trust in Our Courts*. Rick Pierce presented the original resolution draft the governance committee approved March 20. The resolution has been posted on the website and is available to review and add additional comment. The resolution will be voted on at the next board meeting.
- b. Greg reviewed the documents which were distributed with the agenda on the Articles of Incorporation/Bylaws Change. The following outline of steps needed to accomplish the change to the NACM Articles of Incorporation and the By-Laws were addressed.
 - i. A business meeting would need to take place Monday, Tuesday, and Thursday.
 - ii. Notice of proposed NACM Articles of Incorporation and Bylaws amendments. Greg used a previous notice to draft this item.
 - iii. Articles of Incorporation Draft
 - iv. NACM Bylaws Draft
 - v. Articles of Incorporation Amendment

Greg invited people to contact him if there were additional thoughts or if there were any changes to plan. Jeffrey noted that the spelling of bylaws needs to be consistent as it appears differently throughout the documents. The proper spelling, whether or not to hyphenate, will be determined and edited. Greg inquired if the registered agent needs to be amended in the Articles of Incorporation. It was determined that the registered agent will be updated to reflect Rob Baldwin as the agent. A discussion ensued regarding how the board would handle a tie vote as the change would make the board an even number. Vicky stated, and the board agreed, that the current language in the bylaws

address this so no amendment will be needed. Jeffrey noted that there should be a prepared statement for the members with the rationale why the changes are being requested. All agree and the statement will be drafted and distributed to members ahead of the conference

3. Membership Committee

- a. Michelle gave an update from Membership. Based on discussion at the last board meeting regarding highlighting and justifying the benefits of NACM membership, Michelle developed a member benefit/justification letter. Michelle asked for feedback to the letter. Her vision is to have this as a downloadable document for people to present to their superiors. She'd like this on the website as soon as possible. Paul suggested making the numbers more general regarding the country number and territory numbers. Michelle requested any feedback by next Tuesday so she can take back to the Committee.

4. Communications Committee

- a. Alyce gave a brief update regarding Podcasts. The third Podcast is currently being edited. Alyce feels very fortunate that Peter Kiefer is involved and willing to do this podcast. She has great hope that these will be a big success. Vicky was wondering about the mention of "in partnership with NACM" in the Podcasts. Alyce suggested anyone presenting is a partner.
- b. Dorothy Howell has agreed to chair the Guide Committee, and Frank is overseeing the effort for the updated Social Media Guide.
- c. The first quarter webinar regarding COSCA's policy paper on rural courts has not taken place as of yet. Alyce has contacted Artie Pepin several times with no response. Alyce also spoke to Sally Holewa, President of COSCA, as did TJ. Sally is positive about the idea and is aware that Artie needs to get back to Alyce. If they don't hear from him soon, they will work with Janet Cornell to do a webinar.
- d. After a request for Court Manager articles, many articles have been received. Alyce thanked everyone who sent out the request for articles and encouraged everyone to keep them coming. Alyce reviewed the upcoming dates for Court Manager and Court Express publications.
- e. Website updates: The new career page has been added to the NACM website, this is a great resources and lots of activity. Angie is coordinating the posting of updates. The Annual Conference Scholarship Raffle for O tickets has been added to the bookstore, a marketing strategy will be developed for the raffle. Dual membership agreements are now up to date and online. The website continues to be updated with valuable information.
- f. The Social Media Policy, drafted by Kevin Lane, was introduced and Alyce invited comment. Greg discussed that a header/footer format had been adopted last year and would need to be changed on the document. It was determined that Greg and Alyce would discuss. There being no further discussion, Alyce motioned to adopt the Social Media Policy with the understanding that the header would be addressed later. Vicky seconded the motion. All were in favor, none opposed. The motion passed.

5. NCSC Report

- a. Jennifer asked the board if they had questions. There being no questions, Jennifer thanked everyone.

6. Immediate Past President

- a. Strategic Plan review - Vicky moved that the information for the updated strategic plan be made available to the membership. There being no concerns, Vicky will pull together the items to be presented in July.

7. Secretary/Treasurer

- a. Kathy stated that the February financials have been posted on Connected Community. She is aware that the board is wondering about Mid-Year numbers but those will not be available until Late April. The PostCon report will be distributed in the next few weeks.

8. Vice President

- a. T.J. noted that the education committee is going well, as well as planning for the leadership seminar on Sunday. Vicky asked if past presidents could help, TJ would love to have them as mentors at the Sunday leaders meeting at Annual.

9. President-Elect

- a. Will was absent but with regards to the Annual Conference, Callie reported that all is going well. The agenda is posted on the conference website. Final details are currently being worked through. Currently looking into options of having several conferences on the website at once.

10. President

- a. Paul noted that the First Friday, distributed earlier, was his update.

11. Other/New Business

- a. There being no additional business, the meeting was adjourned.