



National Association for Court Management

Strengthening Court Professionals

BOARD CONFERENCE CALL

Board Page: <https://nacmnet.org/board.html>

Tuesday, June 5, 2018, 2:00 – 4:00 pm ET

(800) 503-2899 – Access Code: 2591537

MINUTES

Present: Vicky Carlson, Paul DeLosh, T.J. BeMent, Scott Griffith, Alyce Roberts, Dawn Palermo, Sarah Couture, Rick Pierce, Jeff Chapple, Jeffrey Tsunekawa, Julie Dybas, Kathy Griffin, Janet Reid, Jennifer Haire, Patti Tobias, Will Simmons, Greg Lambard

President's Report

Vicky

Carlson

1. Vicky called the meeting to order at 2:00 p.m.
2. Vicky asked the board if they had any changes to the minutes from the April 3 conference call. There being none, the minutes were approved.
<https://nationalcenterforstatecourts.box.com/s/gyaavij1555arvpuxxhq8d5c021zx59v>
3. Officers Meeting May 1, 2018 recap
 - a. The officers discussed a Partner Communication Strategy document draft. This document is intended to guide partnerships moving forward as to what NACM is looking for in partnerships and what NACM can offer.
 - b. Paul attended ICM Fellows Advisory meeting and provided an update to the officers regarding this noting that ICM will be assisting NAPCO with their leadership training.
 - c. Will gave an update of the State Associations' Leaders Teaching Leaders Seminar.
4. Committee Chair Reports and committee awards at annual conference
 - a. Committee chair reports at Annual Conference will be given with 1-page Powerpoint, using the same format as last year. Chairs should plan on speaking approximately 3 minutes each, and everyone should sit up front. Committee award winners should be called up front for a group photo at the end of each committee report.

President-Elect's Report

Paul

DeLosh

1. Conference Development Committee report: The conference agenda is continuing to be updated, Host module has been updated
2. 2019 Annual Conference – venue will need to be moved due to construction at Hard Rock. Looks like the Bellagio will be the new venue. Room rate will be higher than the Hard Rock. Still finalizing details.
3. Vicky requested that networking and other materials be updated so that attendees know what to expect.

Vice-President's Report

Will

Simmons

1. Leaders teaching Leaders Seminar – 6 people have registered thus far. After Thursday, the invitation will be released to the general membership. The board discussed whether to give preference to the board first, then the membership. The determination was to give members preference and board can determine that day whether there is space to join. The capacity is 21 participants.
2. There will be a State Association meeting at the Annual Conference.
3. Will is working on the volunteer list for the Annual Conference– some of the volunteers are not registered, so he is trying to get this resolved or replace the volunteers.

Secretary/Treasurer's Report

TJ

BeMent

1. T.J. attended NADCP last week and made a presentation on the Core to a crowded room. Great reception from the group. About 90% of the over 100 attendees were not NACM members.
2. Budget update – new documents are attached. T.J. encouraged board members to take a look at reports and give feedback to him and Janet. The goal is to streamline reports for the board with detail available if/when they'd like it. The reports are still a work in progress. Janet has requested that the budget to actual on pages 4 and 5 be added.



statementofactivity
budgettoactual_Apr

3. Education Committee – This committee has been created with the idea that educational theme planning will be pervasive throughout conferences, webinars, guides and Core. The committee will have a broad overview of what is going on and set overall guidance each year. The committee will be discussed more in depth at the preconference meeting at Annual Conference. Current developments:
 - a. Court Express Article – Vicky
 - i. An article has been written and will be included in Court Express
 - b. Governance Changes – Greg
 - i. Greg is looking at possible changes to the operations manual and/or bylaws that might be necessary
 - c. Website changes- Dawn
 - i. Working on website updates so this committee is listed.

T.J. encourages people to give thought to what the committee should be responsible for. Will go back and capture topics that have already been covered and have a record in one place.

Communications Committee Report

Dawn

Palermo

1. Proposal to Establish Webinar Access Policy
<https://nationalcenterforstatecourts.box.com/s/qvetrod90bnch82oglvslgq982qsbm89>

Dawn discussed with the board that more non-members than members are accessing the webinars. Alyce and Dawn have created a draft policy which suggests that nonmembers fully participate in the live webinar but are not able to access recordings unless they are a member.

Nonmembers would be able to purchase the webinar recording for a fee. Approximate cost of GoToWebinar is about \$2,400 per year.

Trauma Awareness had 75 members on the call, over 300 registered.

Paul recommends a fee higher than membership fee to try to encourage people to become members.

Board agreed to allow nonmembers to participate in the webinar at no charge, but to charge for the recording. Dawn will finalize something that will be proposed at the Annual Board meeting.

The next webinar is June 12.

Governance Committee Report

Greg

Lambard

1. Member Survey – Greg presented the survey to the board and asked for comments. The survey will be available through the app and then sent out after the conference to all members. Board members were encouraged to send comments back to Greg.



NACM VOICE
Survey 2018 1.5.doc

2. State of the Profession Address – The last draft of the speech was distributed May 30. Imagery has been created to fill the screen during the talk. It was recommended to include a reminder to fill out the survey in the announcements after the address. Greg will run the power point.
3. NACM Travel Reimbursement Policy updates – Updates to the Travel Reimbursement Policy need to be discussed with the governance committee before presented.

Membership Committee Report

Jeff Chapple

1. NCJFCJ Dual Membership Agreement – this agreement has been finalized. Both association presidents have signed off on it. The agreement has the same language as in other agreements. All dual membership partners have distribution space at the conference (not in exhibit hall.) A press release was issued and distributed by NACM and to NCJFCJ's contact list of over 10,000.

Past President's Report

Scott Griffith

1. Nominations Committee – Scott mentioned that the committee has been finalized. They are currently scheduling a call. There are nine candidates to be interviewed. All have confirmed they will be in Atlanta. There is one candidate for each of the officers and six for the 4 available board positions.
2. Board Candidates will be asked for a head shot and their materials posted in the app to provide access to the membership body. One late candidacy was received, Scott does not see anything in the bylaws that would allow the board to accept this.
3. Past President Registration Policy – Last call in April, past presidents voted to approve the

proposed change to the policy to limit the conference registration to one per year (determined by the individual.) Scott requested this be formalized in the Ops Manual and will draft a policy for the governance committee. This change will take effect for 2019. Scott motioned for a vote to alter the policy of offering free conference registration be amended to 1 free conference per calendar year at the choosing of the past president. Greg seconded. Vicky suggested to amend the motion that the past presidents are honorary members. Scott amended the motion. Rick seconded. All in favor and the motion carried.

Core Committee

Kathy

Griffin

1. Curricula Review – At the 2016 fall board meeting, the review process was approved. The committee is currently reviewing their 4th competency. One of the members of the review group has said that the competency needs to be overhauled (accountability). Kathy is questioning whether they have the ability to make major changes. Paul stated that the product is NACM’s, but if something needs to be changed dramatically according to a number of reviewers that we need to be open to amending it.
2. Fun Run Shirts – The board discussed ways to promote the shirts on the app and in emails going out. Stacey is making a sign and board members will man the table to sell shirts. Board members are encouraged to order a shirt.

NCSC Update

Jennifer

Haire

1. Jennifer announced that e-Courts conference rate is going up in the near future.

New Business/Open Discussion

All

1. No new business and no need for Executive Session so the meeting was adjourned.

Executive Session (if needed)

Board

IMPORTANT UPCOMING DATES AND EVENTS

- . July 1 – Committee Reports for Board Book Due
- . July 20 – Officer Meeting at Annual Conference – Atlanta, GA
- . July 21 – Board Meeting at Annual Conference – Atlanta, GA
- . July 22-26 – Annual Conference