

**Conference Development Committee Meeting**

Tuesday, May 20, 2025 at 3 pm EST

**Present:**

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| **Kelly Hutton** | **Dawn Palermo** | **Norman Meyer** | **Janet Cornell** |
| **Tina Mattison** | **Kristi Collier** | **Jeff Chapple** | **Mark Dalton** |
| **Greg Lambard** | **Erin Carr** | **Jenny Findsen** | **Kelli Wood** |
| **Roger Rand** | **Jude Del Preore** | **Samantha Besemer** | **Erica Payne-Santiago** |
| **Rick Pierce** | **Creadell Webb** | **Tamara Charles** |  |

**Minutes:**

1. **Welcome and Introductions**
2. **Previous Meeting Minutes**

Previous meeting minutes approved

1. **Annual Conference Overview and Updates**
	1. **Overall Agenda**
	2. **Registration Status & Pace Report – Erin Carr & Val Gardner**
	3. **NACM game**

Kelly Hutton reported that the overall agenda is coming together. The team is finalizing last minute speaker requests and working through the announcements. There are currently 555 registered for the conference, 17 are virtual. Registration closed June 27. Erin Carr is working on the NACM game and is looking for ideas for trivia. Please send her any questions, and the answers that she can include in the game.

1. **Subcommittees**
	1. **Leadership Seminar – Greg Lambard**
	2. **Hosts – Roger Rand and Kristie Collier**
	3. **Virtual Attendees & MC – Erica Payne Santiago and Cheryl Stone**
	4. **40th Anniversary History – Jude Del Preore**
	5. **Conference Awards and Conference Scholarships – Rick Pierce**
	6. **Fun Run – Jeffrey Tsunekawa**

Kelly Hutton reported that the NACM/NASJE leadership seminar is scheduled for Sunday, July 20, from 1 pm to 3 pm. The session is titled Unlocking Human Capacity and Potential: Leading in a New Era of Work. There are currently 17 people attending.

Kristie Collier & Roger Rand will send out the call for hosts after announcement of the conference scholarships and after we obtain volunteers from Nebraska. Samantha Besemer indicated they have about 25 people who are willing to volunteer so far.

Virtual networking sessions will be scheduled as follows:

* Sunday 5-6pm - Virtual Welcome Reception
* Tuesday 12-1:30 pm - Virtual Networking
* Tuesday 4:30-5pm - Virtual Evening Social
* Wednesday 12-1:30 pm - Virtual Networking

Jude Del Preore provided an update on the 40th anniversary committee. The 40th anniversary NACM pin has arrived at NCSC and will be given to all attendees of the annual conference. The committee has finalized the NACM through the decades project. This will include two timelines. The first will list conferences themes and locations through NACM’s history. The second will be a review of NACM events and accomplishments through the decades in comparison to events in the world. Jude also reported that they are have completed the information for slides at the conference including past presidents and charter members. Jenny Findsen will have the digitized photos and film strips completed next week.

Rick Pierce indicated that the conference scholarship and awards committee met and final decisions will be issued this week.

The fun run will occur on Tuesday, July 22. Jeffrey Tsunekawa has agreed to volunteer for this event. Jeff Chapple will assist and will finalize the details with Jeffrey.

The ECP Committee selected Carole’s House of Hope as the fundraiser recipient at the annual conference.

Kristie Collier indicated that membership is working on updating the SWAG ahead of the conference and Erin Carr will include SWAG information in the know before you go email.

1. **Board Nominations Information**

Kelly reported that board [nominations/declaration](https://nacmnet.org/who-we-are/leadership/board-candidacy/) are open and close June 6. She is willing to stay on after the call for anyone interested or she will set up a one-on-one to answer any questions.

1. **NACM Committee Updates**

Roger Rand indicated that the CORE® Committee is finalizing the survey that will be sent out to membership regarding the new CORE® Technology Curriculum. The goal is to send out ahead of the conference and make the formal announcement at that time. He further mentioned that CORE® Unleashed continues to grow with several upcoming sites. Janet Cornell shared that the CORE® Diagnostics Tool Workgroup has completed tools for each of the curricula and they will be shared with the CORE® Committee at the next meeting.

Any ideas or articles for the Court Express can be sent to Janet Cornell by August 1.

**2024-25 Meeting dates**

June 17