

**National Association for Court Management**

***COMMUNICATIONS COMMITTEE CALL***

***MEETING MINUTES***

**Thursday, April 12, 2018**

**3:00 P.M. ET**

***Minutes***

**Attendees:**

Janet Cornell, Phil Knox, Andrea Motyka, Dawn Palermo, Rick Pierce, Janet Reid, Tasha Ruth, Jeffrey Tsunekawa, Steve Thomas.

1. Welcome/Call to Order
2. Publications updates
3. ***Court Manager*** - Tasha Ruth provided a report edition Summer edition. Janet will send Tasha pictures from Midyear conference so Tasha can use in articles. Next article deadline is June 29, 2018.

Janet Reid provided an update on electronic access to ***Court Manager.*** This issue plus all issues moving forward can be accessed using your NACM log-in and not a specialized password. Visitors can be given temporary access.

1. Court Express – Jeffrey Tsunekawa. Next edition goes out May 25, 2018.
2. Quarterly Webinars
3. Trauma Awareness Webinar – May 17, 2018, 2pm Eastern webinar will be held. Registration form will be completed next week.
4. Other 2018 webinar – JTC Projects. Dawn will follow up with the committee to get this scheduled.

Vendor sponsored webinars – Janet Reid updated committee on sponsorship opportunity. Committee discussed some questions and suggestions. Question arose whether their use would be ethics questions. Phil Knox suggest running it past NACM’s Ethics Committee.

1. NACM wants to be very upfront about the sponsorships.

NACM benefit is that the vendors has to advertise webinar in their client base so could get new members as a result.

No NACM member’s email addresses would be given out.

1. Guides
2. Plan Language Guide Committee continues to meet and should complete the guide by the Fall
3. Social Media Update – social media is continually updated. Trying to post more so it shows up in feeds. Interesting stories for social media should be sent to Janet Reid.
4. Website Update – Jeffrey updated group on new NACM website. Working on technical connections. Trying to go live May 4 at 3pm. Planning on email to announce website. Migration should only take one hour and website will have a notice of migration when site will be down.
5. New Business

•Board nominations due April 15, 2018

•Declaration of Candidacy due May 4, 2018

•Awards nominations due tomorrow.

1. Next Meeting: Thursday, May 19, 2018 at 4pm Eastern.