

ANNUAL CONFERENCE
 2019 Business Meeting Minutes
July 22-25, 2019

1. Call to Order Paul DeLosh
* NACM President Paul DeLosh called the annual business meeting to order on Monday, July 22, 2019 at 12:40 PM and invited the officers to join him up on stage.
* Paul acknowledged the parliamentarian, Alyce Roberts.
1. Declaration of Quorum Kathy Griffin
* Paul requested the declaration of quorum from Secretary/Treasurer, Kathy Griffin, who affirmed there was a quorum present.
1. Articles of Incorporation Proposed Revision Greg Lambard
* Changes were proposed to the Articles of Incorporation back in 2000. While those changes were voted on by the membership, they were never registered with the Virginia State Corporation Commission. That is the entity in charge of regulating corporations in Virginia, where NACM is officially registered. Therefore, the proposed changes were for the original Articles of Incorporation from 1985.
* Two previously distributed emails and an article in the Court Express provided an explanation of the changes being proposed to the Articles of Incorporation.
* Greg reviewed the changes and asked if there were any questions on the changes to the following:

ARTICLE III MEMBERS

Remove the delineated classes of members in the Articles and designate the Bylaws as the document that will govern the types of memberships available in the Association.

ARTICLE IV BOARD OF DIRECTORS

Remove the delineated categories of Class A Directors and designate the Bylaws as the document that will govern the number, term, and qualification of the Board of Directors.

* Greg invited questions live and via email for those live streaming. There being none, Greg moved for a vote.
* Per Article III Section 2 of the NACM Bylaws, “The right to vote shall be limited to Regular, Honorary, and Retired Members in good standing.” Article III Section 5 states, “A member whose dues are not current at the time of the annual meeting shall not be entitled to vote.”
* SurveyMonkey was used to facilitate the formal vote required by the Virginia State Corporation Commission. Greg gave instructions to access the vote. Those who did not have access to the Internet were invited to fill out a paper ballot back at the table staffed by National Center personnel. Greg indicated he would return to announce the results of the votes after a 15-minute voting period.
1. Treasurer's Report Kathy Griffin
* Kathy reviewed the treasurer’s report.

**2019 Highlights included:**

* Administrative cuts and reduced Board costs;
* Membership is flat. Board is working on emphasizing membership value;
* Midyear revenue was less than projected;
* Registration and membership rates largely held constant;
* Cost of living increase with maintaining expenses to members lower.
1. Committee Reports Committee Chairs
* Communications – Alyce Roberts
1. Alyce presented committee awards to the following individuals: Tasha Ruth, Carlene Redmond, Dawn Palermo, Dorothy Howell, Kevin Lane, Pete Kiefer, Randy Short, Roger Rand
2. Alyce discussed the Court Manager over the year and acknowledged Editor Tasha Ruth.
3. Court Manager is an Exclusive Member Benefit – articles such as blockchain technology, artificial intelligence, mediation, online dispute resolution and the work of the National Judicial Opioid Taskforce are made possible because of members. Alyce thanked all members for contributing to these articles.
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1. Court Express - Alyce acknowledged Editor and Author Jeffrey Tsunekawa.

Court Express is another Exclusive Member Benefit and includes information on Ethics, Conference Summary, reports on the work of the Joint Technology Committee and much more.

1. Webinars this year have included:
* The COSCA 2018 Policy Paper –Courts Need to Enhance Access to Justice in Rural America
* Four Key Ways to Prepare Your Court for Online Dispute Resolution

There is a tentative plan to partner with the Self-Represented Litigation Network to offer a webinar on Nonlawyer Navigators so look for that offering in the future.

1. Guides

Every year, NACM produces a guide on topics of importance to the court community. This year, a subcommittee co-chaired by Dorothy Howell and Frank Hardester is currently working on updating NACM’s Media Guide.

1. Website – Alyce acknowledged Website Coordinator Jeffrey Tsunekawa
* A Career Opportunities page for court-related jobs across the country has been developed.
* A page dedicated to the new Court Leaders Advantage podcasts is now available.
* The committee is working on a dedicated portal/document repository to help members quickly find and access an array of NACM resources.
1. Social Media – Coordinator Kevin Lane
* Increased presence on multiple social media platforms including Facebook, Twitter, LinkedIn, and our newest platform, Instagram.
* Alyce encouraged members to follow NACM on the various platforms as content relevant to the court community as well as announcements about NACM resources is often posted.
1. The Court Leader’s Advantage Podcast Series was introduced this year, Hosted by Peter Kiefer from Arizona. Topics covered thus far include:
* Ransomware Attacks
* Lessons learned following Alaska’s Earthquake and Hurricane Florence
* Staying Connected
* Education – T.J. BeMent

TJ presented committee awards to the following individuals: Teresa Ewing and Joy Keller for Education, and Edwin Bell for Conference Development.

* Membership – Michelle Dunivan
* Michelle reviewed the accomplishments of the Membership Committee.
* Michelle presented committee awards to the following individuals on behalf of the State Association Subcommittee: Randall Soderquist & Joe Tommasino
* Governance – Greg Lambard
* Updated Operations Manual – Angie VanSchoick has done a great job on this project and was thanked her for her efforts.
* Voice of the Profession/State of the Profession – Survey will help inform the organization as to what feel should focus and advocate for.
* Peter Kiefer chairs the Ethics subcommittee. They are launching a survey on courts.
* Greg invited members to join in the work of the association.
* Greg recognized Nicole Garcia and Peter Kiefer for their efforts on the committee.
1. Results of Articles of Incorporation Vote Greg Lambard
* Greg reported the results of the vote: 103 total votes cast, 99 in favor, 4 abstentions.
* The official results will be filed with the State Corporation Commission.
1. Bylaws Revision Vote Greg Lambard
* Greg reviewed the bylaws revisions which were: In Article V, Section 1: reducing the numbers of directors from 10 to 9 and in Article V, Section 4: removing the requirement that the Articles of Incorporation must be amended to change the number of Directors and designating the Bylaws as the document that governs the number of directors. The changes also include correction an inaccurate referent in Article VI, Section 3.b.
* A verbal vote was taken. It was unanimous to approve all changes.
1. The Business Meeting went into recess until Tuesday, July 23, 2019, at 8:30 a.m.

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9. Reconvene Business Meeting Paul DeLosh

* President Paul DeLosh reconvened the business meeting from yesterday at 8:15 a.m. on Tuesday, July 23, 2019. Paul called Nominations Committee Chair Vicky Carlson to the stage.

10. Report of Nominations Committee Vicky Carlson

* Vicky thanked Kathy Griffin and Crystal Whalen for coordinating the boot camp.
* The Nominations Committee recommends a slate of nominees to the NACM membership for the Board of Directors. Vicky thanked the following members who participated: Frank Hardester, Kinsley Craig, LaShawn Thompson and Suzanne Stinson.
* Vicky reported that per NACM’s bylaws, the President, Paul DeLosh, automatically becomes the Immediate Past President and the President-Elect, Will Simmons, automatically becomes President.
* Vicky stated that the Nominations Committee would like to present the following slate to the membership:
1. President-Elect, TJ BeMent
2. Vice President, Kathy Griffin
3. Secretary/Treasurer, Jeffrey Tsunekawa
4. 3-year term Directors: Jeff Chapple, Kelly Hutton, Dorothy Howell

11. Nominations from the Floor Paul DeLosh

* Paul asked for any nominations from the floor. There being none, Paul rendered the nomination period closed.

12. Recess

* The business meeting was recessed until Thursday, July 25 at 8:15 AM.

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1. Reconvene Business Meeting Paul DeLosh
* Paul DeLosh reconvened the business meeting at 8:15 a.m. on Thursday, July 25, 2019.
1. Election Paul DeLosh
	* Robert’s Rules provide that if there is only one person nominated for each position, the president is to declare the nominees elected by acclamation. Therefore, nominations having been closed on Tuesday and there being only one nominee for each position, the slate of nominees as presented is hereby elected by acclamation. The new officers and board members were congratulated.
2. Introduction of New Board Vicky Carlson
* Vicky reviewed the slate and congratulated the new members.
1. Recognition of Outgoing Board Members Paul DeLosh
* Paul recognized the outgoing board members: Vicky Carlson, Alyce Roberts and Greg Lambard.
1. Induction of New Board Hon. Christopher Edwards
* Judge Edwards congratulated Will and addressed the membership briefly regarding incoming President Will Simmons’ skills and attributes.
1. Transfer of Gavel to New President Paul DeLosh
	* Paul transferred the gavel to Will. Will presented a plaque to Paul.
2. Induction of New Board
	* Judge Edwards administered the oath of office to all of the board members.
3. Remarks from Incoming President Will Simmons
	* Will made brief remarks and accepted the position of president.
	* Paul thanked everyone for supporting him through his presidency.
4. Adjournment Will Simmons
	* Will Simmons adjourned the Business Meeting.