



NACM ANNUAL BOARD MEETING MINUTES

Saturday, July 20, 2019 ~ Van Gogh Room

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

INVITED GUESTS: John Romero, Joey Hastings, Jeff Shorba, Genevieve Citrin Ray, Nancy Smith, Pete Sferrazza

President's Report

Paul DeLosh

1. Welcome to Guests

Paul welcomed everyone to Nevada and noted that he is looking forward to a great conference in the coming week. In addition, he welcomed NACM's partners present. NACM greatly values the contributions of partners. Summary of partner organizations included in board book. Paul's focus over the past year has been to grow partnerships as he feels partnerships are valuable to the court community and NACM members in general.

2. Overview of the Officers meeting

Paul discussed some of the items discussed by Officers at their meeting held Friday. Officers met exclusively in the morning, and NCSC staff joined them in the afternoon. The officers discussed the events of the coming week.

- A very important vote will take place this week-emails have been sent to the membership advising them on changes. The vote will take place on Monday after Greg presents the details of the Articles of Incorporation amendments. Nuances of how to do this are based on Virginia State Corporation Commission regulations. A link to the survey to vote will be provided on the slide. Please encourage people to download the app. The vote is for NACM members in good standing only. Plan to present results later in the business meeting.
- The officers discussed focus on partnerships – NACM has used a deliberate and strategic approach. NACM plans to focus on Dual Member Agreements and taking advantage of the contract provisions such as free distribution to lists, etc.. Paul gave an example of how MACCM is assisting in promoting the Midyear in Charlotte.
- The officers also discussed the budget and the challenges associated with it. Kathy will present the budgeted bottom line at the business meeting, with an explanation as to why the association is in this position. The cost of living is going up, so expenses are increasing but membership is flat. The board offers additional value to members but keeping membership dues flat.

Want to ensure membership understands the board does not want to take anything away from them.

- Officers reviewed the Crisis Response Plan – available on box for board to review.

3. Approval of minutes – June 4 Board Call

- Paul asked if there were changes or corrections to the June 4 minutes, there being none, the minutes were approved.

Introductions and Welcome of Board Guests

1. The board welcomed guests and gave brief overviews of committee work over the past year.
2. Guest Introductions and updates:
 - **AJA – Hon Pete Sferrezza: Judge Sferrezza is the** former mayor, city of Reno and former Justice of the Peace. AJA thanks NACM for partnership in helping the public understand the role of the courts. Closely affiliated with the NCSC. AJA has mission to help members become better members by providing top quality training. Two of big topics, procedural fairness, pretrial release for juveniles and adults. AJA is the Voice of the Judiciary and provide leadership in speaking nationally for judges on specific issues.
 - **COSCA – Jeff Shorba:** COSCA has enjoyed great partnerships with NACM. Wanted to thank NACM for the free one-year membership helping to promote this. Reviewed upcoming policy papers and conferences.
 - **NASJE – Nancy Smith:** Nancy reviewed NASJE initiatives to include online learning. Excited to be presenting on Inclusive Leadership with Jeff Schrade for the program on Sunday.
 - **AU Justice Program – Genevieve Citrin Ray:** Working on research, policy and practice.
 - **NCJFCJ – Joey Hastings & John Romero: NCJFCJ is** working to find ways to collaborate with NACM. Have other national organizations participating with the Diversity, Inclusion summit in Orlando. Will Simmons will speak at the summit. Working on the #weto movement with State Justice Institute and Women Judges for this to have a meaningful training. Discussed upcoming meetings and initiatives. So many opportunities to amplify court administrator and judge's role.

Paul highlighted the impact of partners and the meaningfulness of collaborations.

President-Elect/Conf. Dev. Com.

Will Simmons

1. Annual Conference 2019 Housekeeping – Will discussed the conference further and noted that there are more first-time attendees than NACM has had in a while. Will requested the board welcome attendees and encourage them to attend.

2. Invited board to look at announcements so they are familiar with what is taking place.
3. Will thanked Paul and Alyce for help on slides and for the great job they've done.
4. Conference planning started earlier than ever which has helped success. Callie has been a great partner in planning the education for this meeting.
5. Board members are invited to post on the app.
6. Will will be monitoring messaging and remove inappropriate content.
7. Hosts are well covered, and they are prepared.
8. Will requested board give feedback as to anything can do to improve for future years.
9. It is requested committee chairs speak briefly for committee awards and Lady Justice pin.
10. Facebook Live – Peter, Alyce, Angie and Charleston have done significant work to make the FaceBook live recordings happen this week.

Vice President

T.J. BeMent

1. Education Committee –
 - a. TJ mentioned that lengthier Core sessions will be held at this conference to see how members receive them.
 - b. Court Manager document repository – being worked on, should be ready in the next few months. Dawn Palermo has done a huge amount of the work in identifying items. Should be a big resource for members. Jeffrey mentioned inputting internal tracking to see how many people are accessing items. Paul suggested a big marketing push will take place. Documents will be held in a document repository.
 - c. Starting the concept of landing pages on website for particular topics (i.e. nacmnet.org/this topic)
 - d. Annual Summary of NACM Content – this document is being worked on and will be distributed
 - e. #weto project – getting one step closer to putting together grant information with partners. Trying to make deadline of August 1. The grant will include a train the trainer program and program curricula.
 - f. Core Certification Program Proposal – TJ reviewed the proposal and the thought process behind it. A video with protocols will need to be reviewed for some accountability of the honor system. Track via a CLE form? Form located in the member portal. Alyce suggests creating a survey monkey for submitting form. After discussion, the board voted on the proposal with the amendment to add a mechanism with accountability. Nancy Smith suggests more accountability but thinks that linking to Conferences entices people to attend. Jesse Rutledge suggests that they have to provide

information instead of trying to figure out who is attending via ip addresses. TJ made a motion to approve the program as a concept while they explore forms; Alyce seconded the motion. All in favor, none opposed, the motion passed.

- g. TJ presented Alyce Robert a certificate for her commitment to Education Committee.

Secretary/Treasurer

Kathy Griffin

1. Budget Update-Kathy thanked everyone for putting up with her as budget monitor. Kathy reviewed budgets. Hoping membership revenues come in as they have historically. Jeffrey mentioned his concern that the association is spinning their wheels trying to stay in black. He suggested a committee or task force to focus on budget for the health of the organization. Alyce suggests drawing from membership to look at this. Paul suggests the message need to be: membership numbers static; membership rate static.
2. The board discussed that it is necessary to come up with a financial plan as to how can get where we want to be.
3. TJ emphasizes need to protect those individuals for whom NACM is all the education they have.
4. Vicky emphasized location of conferences are important.
5. Michelle discussed the cost of a new members is much lower than the cost of a conference participant, so should focus on membership numbers.
6. Janet suggested thinking about alternate revenue streams that aren't conference reliant for the organization's future.

Communications Committee

Alyce Roberts

1. Alyce presented certificates of acknowledgement to Charleston Carter, Frank Hardester, Jeffrey Tsunekawa and to Paul DeLosh for their work with the Communications Committee.
2. Website Statistics – Jeffrey reviewed the statistics in the Board Book. Jeffrey suggests refreshing some of the artwork on the website.

Governance

Greg Lambard

1. Ethics Committee– Greg requested feedback on the survey in the board book. No comments were made
2. Communications Strategy for Resolution 2019-1 – Resolution was approved, but board needs to determine how to promote. TJ suggests a press release. Paul pointed out that the marketing plan includes promotion of resolutions and should be referenced.
3. State of the Profession Survey – will be going out as soon as the State of the Profession is given on Tuesday. The Governance Committee is interested to see how the trends are evolving. The committee is also excited about the Speech that is coming out. Vicky asked about tying the National Agenda into the State

of the Profession. Greg said some of this could be done easily. Question he has is about some of the other things that have been done in the past that don't marry with the State of the Profession. Greg doesn't think National Agenda should be "full court press," but there are aspects that can be continued. Paul has a power point from the past and will share it with the committee.

4. National Agenda Communication Strategy– The National Agenda is meant to be a helpful guide to jurisdictions as to what the nation thinks is important. It can be different than court trends. Greg and Rick want to determine if want to continue as a board. The National Agenda bigger than Strategic Plan.
5. This fall the Governance committee will track the strategic plan progress.
6. Operations Manual annual review process – Angie created hyperlinks to eliminate the appendices of the operations manual. Need to have the blessing of the board to be able to move forward with the revisions. Everything will update with Frank's naming conventions so know which is the most updated information. Greg acknowledged the work Angie did for the Operations Manual. Will moved to approve the Operations Manual changes. Rick seconded the motion to approve the Operations Manual as presented. No discussion. All in favor, none opposed.

Immediate Past President

Vicky Carlson

1. Past President Committee – The committee reviewed the bylaws and Articles of Incorporation change and have assisted in reviewing documents. This seemed to be a good place for them.
2. Nominations Committee – Vicky has created some documents for the committee and the committee will be doing interviews on Sunday.

Membership Committee

Michelle Dunivan

1. Membership Appreciation Week was held with 47 participants. Jeffrey managed it solely.
2. Michelle reviewed her report. The Career Fair has 5 tables there will also be a mentorship program table.
3. LinkedIn Recruitment – Michelle would like to move forward with this and get going as soon as possible after conference so have numbers to discuss at fall board meeting. Michelle discussed targeted campaigns and the possibilities, whether geographic, title or otherwise. LinkedIn recommends adding subtitles to videos. After discussion, it was determined that Michelle will target Louisiana and North Carolina. One will be future conference related, one ad on membership, one on past conferences and live stream resources.
4. Vicky suggests improving the conference registration form to say "call to join" so people know it is an option. Alyce has an issue is with the online

membership/registration – as you have to join and then log back in to register.

NCSC Update

Jesse Rutledge

1. Jesse brought greetings from Mary McQueen. Jesse talked about staff from the National Center with NACM this week. Jesse discussed that only costs for Shay, Stacey, Val, Janet & Callie are covered by NACM. The National Center pays for the rest of their staff who are here due to the value of NCSC spending time at the conference.

1. Jesse has been with the Center for 11 years, doesn't know that he has seen a time with so much happening. Very busy time, and reflected in education program. Things not on education program:
 - a. NCSC Website Explainer Video – Whiteboard – a successor to graphic novels looks at Courts & Society
 - b. Trends in State Courts Publication 2019 edition just was printed.
 - c. Meeting held that discussed disinformation and how being used to undermine faith in courts.
 - d. Plan to hold CTC in New Orleans. Keynote is Richard Seskind from Scotland, a leading authority on the future of online courts.
 - e. Other NCSC Staff: Paul Embley & Nicole Waters, Open Data Standards, Patti Tobias on Mental Health, Alicia Davis on Family Justice Initiative, Danielle Hirsch & Stacey Marz on Self-Represented litigants, Nora Acido National Opioid Task Force, Paula Hannaford, Jesse on what he has learned from 5 years of Public Polling

New Business / Open Discussion / Carryover

All

- Paul discussed the individuals from Colorado who have been in the news and advised the board that they had been disinvited to speak. Will and Callie have sent email as they had not provided personal information.
- Logistically on Monday – Paul noted that he was sending an email to partners to sit at a President's Table. He will also recognize partners in the announcements.
- Paul is in room 32061 in the Casino Tower. Thought would do cocktail hour from 5-6pm. Vicky was thinking of organizing dueling pianos at New York, NY at 7:30 pm.
- Angie stated Colorado judges are considering creating a Municipal Court Association because feel NACM isn't providing what need. The board

discussed this as an opportunity for discussion to bring them together and show value of NACM.

- Will made a presentation to Paul and presented with a gift in appreciation. Paul made brief remarks and acknowledged Vicky's service and the others rolling off the board.

Adjourn – There being no further business, the meeting was adjourned.

Invited Guests:

<u>Name</u>	<u>Organization</u>
Pete Sferrazza	American Judges Association (AJA)
Jeff Shorba	Conference of State Court Administrators (COSCA)
Nancy Smith	National Association of State Judicial Educators (NASJE)
Judge John J. Romero, Jr. & Ms. Joey Hastings	National Council of Juvenile and Family Court Judges (NCJFCJ)
Genevieve Citrin Ray	Right to Counsel Campaign