



FALL BOARD MEETING
Saturday, October 2, 2021
9:00 am – 4:00 pm CT

MINUTES

Present: Kathy Griffin, Jeffrey Tsunekawa, Rick Pierce, Tina Mattison, TJ BeMent, Roger Rand, Jeff Chapple, Kent Pankey, Greg Lambard, Cheryl Stone, Kelly Hutton, Angie VanSchoick, Brandon Kimura (virtually), Dorothy Howell (virtually)

1. President's Report

- a. August 31 Board Meeting Minutes – **Minutes are approved as submitted.**
- b. Review of Officer's meeting: NCSC contract, budget, e-Dev and Court Leaders, committee structures and roles of each committee.
 - i. E-Dev Learn: Officers are recommending that their courses will not count as part of Core Champion Certificate. The Champion Cert is meant to be an incentive to members and promote NACM conferences. Education and Core will have a joint meeting one time and invite all outside instructional contractors to share how they use the Core.
- c. NCSC Contract: Force Majeure clause is included in case a conference cancellation has to happen due to pandemic. One guide plus an update each year to be added to contract. Officers are recommending choosing to have a midyear conference in 2024 and have Tina pick a site that's been previously visited. TJ added that they want a clause added to contract that if they decide not to do a conference or something different in the Fall in the year prior, they will want a discount on contract. **Kathy made a motion that midyear 2024 will take place and look at sites they feel will be best for attendance and have Tina, Val, and Rick work with Experient, and give her the discretion to have a site visit.** *Jeff seconds the motion.* All in favor, none opposed. **The motion is passed.** **Rick made a motion that NACM approves the proposed contract with NCSC with the revisions stated.** *Tina seconds the motion.* All in favor, none opposed. **The motion is passed.**
- d. Survey Results: recommending having Stacey let the vendors know that it can't be a sales pitch, must contain educational content and share how they partnered with a court (add to contract).
- e. PostCon Report will be tabled until December board call. Jeffrey's recommended change is to combine first time attendee and ECP receptions.

2. President-Elect's Report

- a. Conference Development Update: Call for proposals closes on Monday. Midyear has 15 spots available (3 sigs – down to 12 available). Extending call for proposals for 2 weeks. Looking for Core presentations/presenters.



3. Vice President's Report

- a. Conference Rates will be discussed during Budget discussion
- b. Discussed Core Champion earlier.
- c. Education committee would like to avoid repeating Core and conference development discussions during the meeting. During strategic planning will help decide the Education committee discussions
- d. Core: Only one curriculum left to update. Tina has original author on standby to update the curriculum. Tina would like a few more volunteers from other committees to help update. TJ will ask Past Presidents to assist. Kelly asked if the Core in Practice needed to be updated. Tina spoke with Communications, and they decided it could be updated.

4. Secretary/Treasurer's Report

- a. Budget Discussion:
 - i. Officers recommending President Travel be raised to \$12,500.
 - ii. SJI honoraria and match – recommending changing them to \$25K total (15K and 10K match)
 - iii. AV – officers are recommending using the Wisconsin Center AV for annual but adding 10K to the budget to cover any overages.
- b. Operating Account Status: Recommending Finance Committee research withdraw amounts in case that would be needed. Have Erin discuss with Jesse delaying the November payment to NCSC. Erin will pay October payment now.
- c. Conference Rates:
 - i. Officers discussed dropping live stream rates to \$150 member and \$300 nonmember for the midyear conference.
 - ii. Board discussed virtual rate of \$150 for a virtual only conference due to pandemic issue. Board is recommending \$225 for virtual only. Jeffrey said he will come back to Board later if it looks like midyear will need to go strictly virtual. Recommendation is to increase all nonmember rates by \$165, including live stream rates.
 - iii. **Jeffrey made a motion to adopt the midyear conference rates as proposed with the change of live stream member rate at \$250 and live stream nonmember at \$415. In addition, he proposed to adopt the annual conference rates amended with \$165 spread between members and nonmembers and adjusting the live stream member to \$300 and the live stream nonmember to \$465. Cheryl seconds the motion as stated. Majority in favor, one opposes (due to live stream rates being too high). The motion is passed.**
- d. **Tina moves that NACM goes with NCSC for live streaming services for midyear and annual. Rick seconds the motion. All in favor, none opposed. The motion is passed.**
- e. **Tina made a motion to go with the Wisconsin conference center for AV needs for the annual conference. Kelly seconds the motion. All in favor, none opposed. The motion is passed.**



- f. **Tina made a motion to approve the budget as presented by Erin with the changes previously mentioned.** *Greg seconds the motion.* All in favor, none opposed. **The motion is passed.**
- g. Board asked Erin to get a quote from NCSC for one additional breakout session live streamed and recorded per breakout for the annual conference. Would it be possible to make the breakout sessions that are recorded available immediately for the annual?
- h. **Kathy made a motion to approve the SJI grant with the amended changes for the total amount to be \$155,850.** *Tina seconds the motion.* All in favor, none opposed. **The motion is passed.**

5. Immediate Past President's Report

- a. The Past Presidents are happy to help NACM. The board will refer some of the Core items to them and ask for assistance with Core sessions for the conference.
- b. TJ will start the nominations process now and asked the Board to recruit committee members to apply for Board positions. TJ will come up with additional script language for officers to use in case a contested vote happens again.
- c. Kevin Bowling is retiring and will remain on JTC and Global Advisory. He is asking for recruits from NACM to take his role in Michigan.

6. Communications Committee

- a. Marketing campaign: Jeff stated that it's listed as Board in strategic plan, but will it fall under Communications? Kathy said let's see once we get to strategic planning.
- b. Sponsorship Rates: approved through budget. Stacey recommended charging higher on sustaining membership. TJ is not comfortable handing over membership list if that's why NACM would charge more.
- c. Website Update: Roger recommends that the Board create a page of virtual background for Zoom meetings for members to use. Jeff offered Cristina to push out the link through social media once it's created on the website. Roger suggested a technology platform for NACM for other groups to report back on.
- d. Social Media: Cristina is looking for additional people to assist with social media. Cristina would like to post about one board member every three weeks on social media.
- e. Webinars: Thomson Reuters will do one on November 10th. Topics range from, "A More Productive Court for a Post Pandemic Society", "Realizing the Potential of Digital Technologies", or "Better Case Preparation".
- f. Guides: Paul DeLosh has been very helpful and will update the Adult Guardianship Guide. He has seven sections proposed for Behavioral Health Guide.
- g. Podcast Commercial Proposal: Peter said he would defer to NCSC to find vendors for the advertisement spot. Jeff recommends negotiating an agreement for 6 months to have something in writing. Greg suggests a small work group to gather to have this discussion separately and come back to the board with a recommendation. Board advised having Peter as part of the workgroup. This brought up the discussion of paying others who volunteer their time to do big ticket items for NACM – Guides, Court Manager, Court Express, etc. Kathy advised the



Board to form a workgroup to discuss compensating volunteers (Cheryl, Greg, Jeff (chair), Rick). They will invite Janet Cornell and Peter Kiefer to discussions.

- h. **Jeff made a motion to keep the advertisement rates the same as 2021 as proposed with the budget package.** *Kent seconds the motion.* All in favor, none opposed. **The motion is passed.**

7. Governance Committee

- a. Ethics subcommittee is putting together more videocasts.
- b. Operations Manual will be updated to include virtual voting and live streams. These will be entered into Process Street.
- c. Resolutions: Angie is looking for approval by the board that once they're given to membership they will be passed as written. Greg made a motion to pass all the resolutions as presented. Brandan asked if a reference should be added to reference that court workers are essential workers (original resolution #2 page 94). **Greg made a motion to approve all resolutions with one addition to original resolution #2.** *Cheryl seconds the motion.* All in favor, none opposed. **The motion is passed.**
- d. Voice of Profession Survey: Greg will discuss survey during strategic planning discussion this afternoon.

8. Membership Services

- a. Received first video for membership campaign. Tina or TJ suggested that members be able to do videos. Cheryl and Brandan reached out to members who attended conference and thanked them. Dorothy emailed nonmembers who attended and cited benefits of being a member of NACM. Membership would like to come up with a virtual event of getting people engaged in what NACM is like and what goes on behind scenes, networking opportunities.
- b. Georgia requested to sign dual membership agreement.
- c. State Associations:
 - i. Repository – Need consensus about what kind of content would be on landing page for State Associations Leaders to place information so they could have access to other state conference agendas, goals, strategic plans, conference agendas. Roger suggested just having links to other associations pages and Rick said that it could go on State Associations page instead of a separate landing page.
 - ii. Announcement space – Highlight state associations announcement in court express & manager. Hoping this would encourage other states to sign a dual membership agreement.
 - iii. Asking board and other members to reach out to state associations leaders and ask for time to speak at their conference.

9. Other Business

- a. DEI Committee Report:



- i. At the last meeting they looked at mission and objectives of committee. Committee will choose specific items to do to fulfill objectives. DEI committee will be/create a resource of DEI-related topics for members.
 - ii. Letter from member – TJ and Kathy both tried to address the member’s concerns regarding the diversity of board, membership, and committees. Officers discussed yesterday that everyone has a different view of diversity. All of this should be part of nomination process. Greg suggested having a passionate member of NACM to be the leader of the DEI committee and officer be the co-chair. Cheryl expressed that it may seem like a lack of commitment to DEI on the Board’s part.
- b. NCSC Report – provided in Boardbook. If anyone has feedback Kathy will discuss it with Jesse during monthly call.
 - c. Board voted to approve NACM swag for committee highlights/nominations. Kathy would like to rescind that vote and instead have a committee highlight in court express and committee chair can highlight what committee is doing. You can still acknowledge committee member but to take nominating someone off chair’s plate. **Kathy made a motion to not do NACM swag for committee award drawings. TJ seconds the motion.** All in favor, none opposed. **The motion is passed.**
10. The board moved on to the strategic planning discussion in preparation for tomorrow’s full planning meeting.
11. Adjourned: Kathy adjourned the meeting with a start time for tomorrow’s meeting being 8:30 am.