



**BOARD CONFERENCE CALL
Tuesday, June 4, 2019 – 2:00 PM ET**

[GoToMeeting](#)

If needed: (646) 749-3122

Access Code: 863245573; Audio Pin: shown upon login or press #

AGENDA

- 1. Welcome** *Paul DeLosh*
 - a. Approval of April 2, 2019 Meeting Minutes (**Action Item, page 2**)
- 2. Communications Committee** *Alyce Roberts*
 - a. Records Management Policy
 - i. Connected Community
 - b. GoToMeeting
- 3. Governance Committee** *Greg Lambard*
 - a. Original resolution (**Action Item, page 5**)
 - i. *Commitment to Increasing the Public's Trust in Our Courts*
 - b. Standard header/footer (see email attachment)
 - c. National Agenda discussion and update
 - d. Articles of Incorporation/Bylaws changes
- 4. Membership Services** *Michelle Dunivan*
- 5. NCSC Report** *Jesse Rutledge*
- 6. Immediate Past President** *Vicky Carlson*
 - a. NACM Strategic Plan 2020-2022 (see email attachment)
- 7. Secretary/Treasurer** *Kathy Griffin*
 - a. Midyear 2022 site selection (see email attachment)
- 8. Vice President** *T.J. BeMent*
- 9. President-Elect** *Will Simmons*
- 10. President** *Paul DeLosh*
 - a. Conference logistics
 - i. Board reports due June 17
 - ii. Saturday Board meeting; Guests
 - iii. Scholarship Fundraiser
 - iv. Career Fair
 - v. Saturday evening; Sunday
 - vi. Announcements document

11. Other/New Business

12. Executive Session, if needed

13. Adjourn



BOARD CONFERENCE CALL
Tuesday, April 2, 2019 – 2:00 PM

MINUTES

Present: T.J. BeMent, Vicky Carlson, Callie Dietz, Paul DeLosh, Michelle Dunivan, Kathy Griffin, Jennifer Haire, Greg Lambard, Tina Mattison, Rick Pierce, Janet Reid, Alyce Roberts, Jeffrey Tsunekawa, Angie VanSchoick
Absent: Charleston Carter, Frank Hardester, Will Simmons

1. Welcome. Paul called the meeting to order noting who was on the call.

- a. Paul asked if there were any changes or edits to the February 9, 2019 Board Meeting minutes. Vicky asked to remove the sentence on page 5 which states: “Past Presidents will be assisting with the board health survey” as they will not. With that change, the minutes were approved.

2. Governance Committee

- a. Greg Lambard discussion an original resolution; *Commitment to Increasing the Public’s Trust in Our Courts*. Rick Pierce presented the draft the Governance Committee approved March 20. The resolution has been posted on the website and is available to review and comment. The resolution will be voted on at the next board meeting.
- b. Greg reviewed the documents which were distributed with the agenda on the Articles of Incorporation/Bylaws Change. The following outline of steps needed to accomplish the change to the NACM Articles of Incorporation and the By-Laws were addressed -
 - i. A business meeting would need to take place Monday, Tuesday, and Thursday.
 - ii. Notice of proposed NACM Articles of Incorporation and Bylaws amendments. Greg used a previous notice to draft this item.
 - iii. Articles of Incorporation Draft
 - iv. NACM Bylaws Draft
 - v. Articles of Incorporation Amendment

Greg invited people to contact him if there were additional thoughts or if there were any changes to plan. Jeffrey noted that the spelling of bylaws needs to be consistent as it appears differently throughout the documents. The proper spelling, whether or not to hyphenate, will be determined and edited. Greg inquired if the registered agent needs to be amended in the Articles of Incorporation. Instructions on the SCC form to change the Articles of Incorporation specifically state it should not be used to change the registered agent. Therefore, we will leave as is. A separate form has already been filed with the SCC to note the registered agent is

Rob Baldwin. A discussion ensued regarding how the board would handle a tie vote as the change would make the board an even number. Vicky stated, and the board agreed, that the current language in the bylaws address this so no amendment will be needed. Jeffrey noted that there should be a prepared statement for the members with the rationale why the changes are being requested. All agree and the statement will be drafted and distributed to members ahead of the conference

3. Membership Committee

- a. Michelle gave an update from Membership. Based on discussion at the last board meeting regarding highlighting and justifying the benefits of NACM membership, Michelle developed a member benefit/justification letter. Michelle asked for feedback to the letter. Her vision is to have this as a downloadable document for people to present to their superiors. She'd like this on the website as soon as possible. Paul suggested making the numbers more general regarding the country number and territory numbers. Michelle requested any feedback by next Tuesday so she can take back to the Committee.

4. Communications Committee

- a. Alyce gave a brief update regarding Podcasts. The third Podcast is currently being edited. Alyce feels very fortunate that Peter Kiefer is involved and willing to do these podcasts. She has great hope that these will be a big success. Vicky was wondering about the mention of "in partnership with NACM" in the Podcasts. Alyce suggested anyone presenting is a partner.
- b. Dorothy Howell has agreed to chair the Guide Committee, and Frank is overseeing the effort for the updated Social Media Guide.
- c. The first quarter webinar regarding COSCA's policy paper on rural courts has not taken place as of yet. Alyce has contacted Artie Pepin several times with no response. Alyce also spoke to Sally Holewa, President of COSCA, as did T.J. Sally is positive about the idea and is aware that Artie needs to get back to Alyce. If they don't hear from him soon, they will work with Janet Cornell to do a webinar.
- d. After a request for Court Manager articles, many articles have been received. Alyce thanked everyone who sent out the request for articles and encouraged everyone to keep them coming. Alyce reviewed the upcoming dates for Court Manager and Court Express publications.
- e. Website updates: The new career page has been added to the NACM website, this is a great resource and has received lots of activity. Angie is coordinating the posting of updates. The Annual Conference Scholarship Raffle for O tickets has been added to the bookstore, a marketing strategy will be developed for the raffle. Dual membership agreements are now up to date and online. The website continues to be updated with valuable information.
- f. The Social Media Policy, drafted by Kevin Lane, was introduced and Alyce invited comment. Greg discussed that a header/footer format had been adopted last year and would need to be changed on the document. It was determined that Greg and Alyce would discuss. There being no further discussion, Alyce motioned to adopt the Social Media Policy with the understanding that the header would be addressed later. Vicky seconded the motion. All were in favor, none opposed. The motion passed.

5. NCSC Report

- a. Jennifer did not have a report and asked the board if they had questions about the Center. There being no questions, Jennifer thanked everyone.

6. Immediate Past President

- a. Strategic Plan review - Vicky moved that the information for the updated strategic plan be made available to the membership. There being no concerns, Vicky will pull together the items to be presented in July.

7. Secretary/Treasurer

- a. Kathy stated that the February financials have been posted on Connected Community. She is aware that the board is wondering about Mid-Year numbers but those will not be available until Late April. The PostCon report will be distributed in the next few weeks.

8. Vice President

- a. T.J. noted that the education committee is going well, as well as planning for the leadership seminar on Sunday. Vicky asked if past presidents could help, T.J. would love to have them as mentors at the Sunday leaders meeting at Annual.

9. President-Elect

- a. Will was absent but with regards to the Annual Conference, Callie reported that all is going well. The agenda is posted on the conference website. Final details are currently being worked through. Currently looking into options of having several conferences on the website at once.

10. President

- a. Paul noted that the First Friday, distributed earlier, was his update.

11. Other/New Business

- a. There being no additional business, the meeting was adjourned.



Original Resolution No. 1 of 2019

Commitment to Increasing the Public's Trust in Our Courts

WHEREAS, the National Association for Court Management (NACM) is an organization dedicated to improving court management through educational programming, networking opportunities, and strategic planning for the future; and

WHEREAS, NACM has a duty to help chart a course for judicial systems and trial courts; and

WHEREAS, the National Center for State Courts 2018 survey of the public's trust and confidence in state courts reveals an increase in the level of confidence yet it bears out that segments of the population continue to have concerns of bias, inefficiency and a justice system that favors those with financial means; and

WHEREAS, NACM recognizes the need to educate our communities as to the business of our courts regarding people and processes, and how courts are committed to administer justice in a fair, impartial, expedient and efficient manner; and

WHEREAS, NACM has produced educational tools for court managers including a set of core professional competencies, instructional guides, webinars, and podcasts in the interest of increasing efficiency, effectiveness, and access to justice for our court communities and thereby increasing the community's confidence;

NOW, THEREFORE BE IT RESOLVED that NACM will commit itself to continue to seek input from communities regarding the courts' relationship with the citizens; and

BE IT FURTHER RESOLVED that NACM will continue to equip and engage its members to address the needs of individuals and communities while recognizing the importance of accountability and independence from any outside influence regarding decisions on the rule of law by providing quality-driven and efficiently delivered court services that will enhance the public's perception of their courts and increase its trust and confidence therein.

