



MIDYEAR BOARD MEETING MINUTES

Saturday, February 19, 2022

1:00 pm – 4:00 pm PT

PRESENT: Angie VanSchoick, Erin Carr, TJ BeMent, Kathy Griffin, Jeff Chapple, Jeffrey Tsunekawa, Rick Pierce, Tina Mattison, Roger Rand, Brandon Kimura, Jude Del Preore, Jennifer Haire, Jesse Rutledge, Dorothy Howell, Kelly Hutton, Greg Lambard, Kent Pankey, Cheryl Stone

1. President

- a. Approval of Dec 7 Board Meeting Minutes – no corrections, **the minutes are approved.**
- b. Kathy is recommending that Rick Pierce to be the next NCSC Board Representative. **Kathy made a motion that Rick be the next appointee.** *Cheryl seconds the vote.* All in favor, none opposed. **The motion is passed.**
- c. Officers met on Friday to review logistics for the conference and board meeting. Registration will be checking for vaccination status. Masks are still required in the building; speakers do not have to wear a mask while presenting. Conference crisis plan was provided to officers and there is a hard copy at registration if anyone needs to view it.
- d. There hasn't been any president travel since the December meeting. The only thing that was supposed to happen was CCJ but that was cancelled. Kathy did attend virtually.

2. Partner Report & Updates – Jeff Schrade, Jeff Shorba, and Thomas Bruton are in attendance. Debbie Dibble and Judge Alexander were unable to attend, and Darren Toms is joining virtually. Debbie Dibble (NCRA) shared a document with the Board.

- a. Jeff Schrade (VP, NASJE) – 2022 in New Orleans Oct 23-26. Call for proposals due March 4th. 2023 conference will be in Columbus, OH. 2024 conference will be held in western part of US. They're doing a lot of webinar programming for members to replace cancelled conferences. Discussions with Rick & education committee on partnering with NACM.
- b. Jeff Shorba (President, COSCA) – COSCA policy paper on serving new court customers in the pandemic and beyond. They are working on a new draft of the next policy paper "courts speak for themselves" will be presented at CCJ/COSCA annual. Their conference will be held in Chicago.
- c. Thomas Bruton (President-Elect, IACA) – Sheryl Loesch is current president. March conference was supposed to be in Helsinki has been moved to October from 17-20. Membership rates are



\$50 per year, \$400 per year for associations. It is currently free to join; will move to payment later this year.

- d. Darren Toms (CCPIO) – Became president in January taking over from Kathryn Dolan. The past two years have been challenging but have increased membership. Last two annual meetings have been cancelled due to covid but are getting together in August in Phoenix.
- e. Kathy shared an update from the FFCA – it is their 100th anniversary from August 8-11 and there will be a celebration in Washington DC. It is the first gathering in several years.

3. President-Elect

- a. This midyear conference surpassed numbers from previous midyear conferences.
- b. Annual conference call for proposals is officially closed.
- c. Social event for Milwaukee will be at the Harley Davidson Museum.
- d. September 30-October 2 will be the Fall Board Meeting dates in Tampa, FL at the JW Marriott. Officers will report on September 29th.
- e. Annual Sponsorships – Jeffrey is recommending 2 live streamed sessions and 2 non-live streamed education sessions. Jeff asked if the Keynote session will be the only session offered at that time. TJ suggested that coffee be provided at the same time as an alternative to the session or as a way to get people to attend. **Jeff made a motion to change the language in the keynote session from should to must. Dorothy seconded the motion. All in favor, none opposed. The motion is passed.**
- f. **Kathy made a motion that the cancellation policy for midyear be carried forward to annual where attendees can switch from in person to virtual with a \$50 admin fee. Roger seconded the motion. All in favor, none opposed. The motion is passed.**

4. Vice President

- a. The Core subcommittee is working on the Court Governance curriculum and will hopefully have a draft. There are 3 Core Champion sessions at midyear. Looking for Court Relations and Court Governance.
- b. State Associations – Joint meeting with Membership Committee on Friday, February 25.

5. Secretary/Treasurer

- a. The 2020 and 2021 SJI grants are closed out. The #WeToo grant will be closing September 30th. Budget seems to be doing okay. There will be further conversations about the financial investment policy. Tina asked if anyone has any questions about the financials. Brandon asked if everything is okay with the bank account. TJ explained that they get concerned if the operating



account gets below \$50K. Rick shared that they're going to ask that investments be recorded/reported from 9/1-8/31 every year instead of by calendar year.

6. Immediate Past President/DEI Committee

- a. In second year of #WeToo grant from SJI in partnership with NCJFCJ, NAWJ, and Futures without Violence. Releasing curriculum late spring and then offering to do sessions at partner conferences over the summer and then a virtual train the trainer if there are enough funds left.
- b. Past Presidents continue to volunteer to attend committee meetings and review curriculum development in Core. They're assisting with looking back at Past President accomplishment on the website. They would also like to get a videographer at annual to put together another oral history project.
- c. DEI Committee continues to meet and do social media pushes. Continue to identify a handful of days or events throughout the year to highlight diversity in the membership. The committee is looking to develop a webinar series over the next year of different experiences in the courts.

7. Governance Committee

- a. There were 4 resolutions that were received from the CCJ/COSCA midyear. She will send to committee to see if NACM wants to adopt for annual conference. They would need to be published in June so it can go before Board in July.
- b. Courtney Whiteside is doing the Ethics Committee and will have time after each committee meeting for discussions that will be recorded.
- c. State of the Profession address will begin in March. Angie is looking for help on writing the speech.
- d. Voice of the Profession survey is starting to get that ready for annual meeting. Looking to incorporate DEI principles as well.

8. Membership Committee

- a. #IamNACM campaign will go around at the conference to get more videos of why people are NACM members.
- b. Commissioned to do a membership survey from strategic priorities. Not ready for a vote on the survey yet because need to add DEI. TJ said they would look back on notes to share with Dorothy.
- c. International brochure was completed and distributed.
- d. Lillian Triplett and is working with Cheryl to get more members in different geographical locations.



- i. Lillian and Cheryl looked at graph of US and representation of membership. There are quite a few states around Minneapolis and Milwaukee that don't have representation in NACM. Discount codes for membership to see how best to capture new members whether its social media, printed flyer, or email. They're suggesting perhaps holding a conference in some of the Midwest and NE states to see if they can get more members to attend. Tina mentioned the international committee was going to do a survey as well so she was worried that might present survey fatigue if too many committees are sending them out.
- e. Brandon shared that membership is also trying to focus on conveying the value of membership to new and current members, so ideas like Roger's are right on point. We'd like to create forums for people to understand the organization and the value they may gain from it, beyond just additional headcount. Will continue working on this in the coming months.

9. Communications Committee

- a. The Adult Guardianship guide press release will come out Monday and there are flyers to hand out at the conference.
- b. Paul DeLosh and Patti Tobias are working hard on the Mental Health Guide release.
- c. Two sponsored webinars already committed with Tyler. VIQ Solutions reached out to do a webinar as well.
- d. Rick and Sarah Brown-Clark are working hard on DEI webinar options for this year.
- e. Thomson Reuters hired a marketing firm for their webinar and came up with a lot of products afterwards. They did a white paper and Jeff suggested making it a sponsored article in the Court Manager (only be two sponsored articles a year total that would go out). Jeff asked if there was any interest or hesitations from the Board before he pursues the sponsorship pricing with Stacey. Nobody disagreed so Jeff will work with Stacey.
- f. Podcasts – Peter Kiefer presented a proposal to get sponsors for the podcasts. Peter isn't interested in compensation; he's interested in bringing in another revenue stream. The working group is going to meet with Peter at the midyear conference for further discussions in person. Jeff re-branded the February podcast email to say "NACM's February Podcast".

10. NCSC Report

- a. Jesse shared that Mary McQueen will be attending parts of the conference. Jesse reviewed the NCSC sessions that are happening at midyear. NCSC has various webinars happening. One is in conjunction with JTC – a Cyber Monday series that starts in two weeks focusing on a variety of cybersecurity issues. NCSC is releasing a study that was done in Jeffrey's court. Hybrid courts project (pandemic related) focusing on the technology side of how to make those work



effectively. Closing call for proposals for eCourts in December. eCourts will be in person with some sort of virtual component.

- b. Jesse shared with the Board that Jennifer will be NACM's point of contact while Erin is on maternity leave.

11. Other Business/Committee Structure

- a. Education committee was meant to be oversight – can vet some topics and provide other ideas for webinars, sessions, etc. Move to every month or every three months, just to be a sharing of ideas. Main focus was to come up with other ideas for education, ie: guides, webinars. Should be giving some guidance to communications.
 - i. Conference development and Core remain as subcommittees for Education.
 - ii. Chair can offer to hold every other month. Suggest core and conference development to be part of a meeting.
 - iii. Needs to be discussed and reviewed prior to the strategic plan being reviewed.
- b. Thoughts on committee structure: Every 3 years review Mission, vision, core values (review these focus areas).
- c. Finance Committee - Listed as a standing committee but doesn't meet regularly. Should it be just VP and Sec/Treasurer? Keep it and expand on it, or we don't need it. Fold it under the responsibility of the board?
- d. Investment policy – Tina and Rick met with Kwan Wong – to discuss if investments should be looked at annually. Do we take overage on the investment account and roll it over to the operating account? Do you take a % each year? How should the proposal read? Should it be when operating funds are low? Should be done during the budget process?
 - i. Dorothy commented that if a committee is formed, they can give information to the board. Kathy said a committee doesn't have to meet monthly, just as needed. Cheryl suggested that a director should be a part of the finance committee. Committee will draw up a report for the investment policy.

12. 2022 Strategic Projects

- a. Will be discussed during next Board call on April 7. Rick asked that Committee Chairs look at how committee is measuring up against the strategic plan and send comments to him by March 11. This will then go on the website.

13. Adjourn – The meeting adjourned at 4:31 pm PT.