# **Governance Committee Minutes**

**March 6, 2024, 3:00 p.m. Eastern via Zoom**

Zoom link: <https://zoom.us/j/93807989162?pwd=ZjV5S0pDOW1WalN6eFYwakkzTm03Zz09>

**Chair:** Brandon Kimura Vice Chair: Nicole Zoe Garcia

[**Committee Page**](https://nacmnet.org/committees/permanent-committees/governance-committee/)

1. **Call to Order** The meeting was called to order at 3:01pm
2. **Reading and Approval of Minutes of prior meetings** (December 2023 and January 2024; February 2024 was cancelled) Peter moves, Courtney/Mandy second. Approved as drafted.
3. **Reports of Sub-Groups**
   1. Ethics Subcommittee – Courtney Whiteside, Chair
      * A good schedule has been set between now and May to get the work done before Annual conference.
   2. Resolutions Subcommittee – Nicole Garcia
      * Original Resolution
        + Mandy reports out that there has been some language drafted but not much. Will begin work in earnest in March and a meeting request email will be sent out.
   3. Bylaws Subcommittee – Nicole Garcia
      * The non-substantive edits of the NACM Bylaws were reviewed and approved by the Board at the Midyear Board meeting. The NACM membership will be notified of the edits at the Business Meeting during the Annual conference.
   4. Operations Manual Task Group – Nicole Garcia
      * At Midyear Board meeting, three policies (Republication Policy, Sponsored Webinar and Article Policy, and Webinar Honoraria Policy) were incorporated into Operations Manual; next task is to add flexibility to committee chair positions.   
        The practice has been that the Governance Chair would collect summaries from the committee chairs of the projects that had been undertaken during the year. The summaries would be reported out at the Board meeting prior to the annual conference, and then the information captured in one location for the membership to be able to access. Timeline is generally May to gather that information.
   5. State of the Profession Task Group
      * Established and working. Accepting additional assistance. Looking for information, experiences, projects, success stories on how the courts are making a positive impact. Highlight the positives on what we have done for our committees. Pictures and video clips requested to make this personal and engaging.
   6. Voice of the Profession Task Group
      * Will commence work in March. If interested, please advise. Would like to distribute in April or May to get data prior to the conference, with possibly a second circulation at the conference. Aligns with the National Agenda, which is a document that speaks to the profession. Get ideas of what our members say and what is important to them. Roger offers that the membership survey did not get enough response to be statistically significant. Should we only have one survey and expand the VOP? How should we release these? Maybe start the push at the Midyear conference. VOP affects our strategic goals, should that be the priority? Add push notifications to the conference app. Mandy and Roger will help.
4. **Unfinished Business** – none.
5. **New Business** – none.
6. **NACM Committee Updates**
   1. DEI meets next week, just had a webinar combined w/ the Communications committee on NICWA. That webinar is now available on website. Another webinar with Zenell Brown is planned for the fall. A SIG will be established for Annual conference on communicating events. Lots of resources available on the DEI page.
   2. Website committee just met, if anyone has suggestions for website enhancements or feedback the committee has capacity for projects. Currently creating a document library for all the NACM written resources, enhancing the member portal, and updating conference pages.
   3. State Associations reports that the NACM Board of Directors has formally adopted hosting regional trainings. Board will work on expanding this program to other states. This is a one-day training on the NACM CORE.
   4. Communications meets next week. Update on the AI guide and revision of court security guide. The committee will also talk about the upcoming podcasts. Publications are coming out over the next few weeks, seeking assistance on writing a wrap up of the Midyear conference. The following webinars are scheduled or in the works: a follow up to the NICWA webinar; a hosted webinar on August 29th by Tyler technologies; a CORE webinar with a presentation on leadership by TJ BeMent; a webinar on increasing court appearance by Ideas 42; a fall webinar on the AI guide. Additional CORE and DEI webinars also in the works.
7. **Announcements**Roger also reminds everyone about the swag design/logo contest. The winners will get a piece of swag with their logo. Multiple winners.
   1. Dates of significance
      1. 2024 Annual Conference, July 21–6, 2024, New Orleans, Louisiana
      2. Future meeting dates on the Wednesday of the month at 3:00p ET

April 3, 2024

May 1, 2024

June 5, 2024

1. **Adjourn  
   1:36pm**