# Governance Committee Minutes

# May 3, 2023

1. **Call to order/Introductions at 3:00 pm ET**

Dawn Palermo, Peter Kiefer, Kelly Hutton, Nicole Garcia, Courtney Whiteside, Tina Mattison, Mark Dalton, Angie VanSchoick, Kent Pankey

1. **Approve April 5th Minutes – approved as distributed.**
2. **Committees**
	1. Ethics subcommittee – Courtney Whiteside, chair
		* The new structure worked well. Will not meet in May, next meeting in June before Conference.
	2. Resolutions subcommittee – Kent Pankey
		* Comment period closed 4/30/23 – only comment was in favor of support. Will go to the Board for approval at their next meeting.
	3. Bylaws subcommittee - Kent Pankey
		* <https://nacmnet.org/articles-bylaws/>
		* Proposals were posted on our site on Monday. A new site was created in the past month to allow for easier viewing and commenting. Courtney commented that she would like to be able to view prior comments made as that would make the process more transparent. The committee will inquire about the possibility of creating a comment thread for resolutions and amendments.
		* The comment period ends on May 31st to allow for the committee to review and pass information to the Board prior to the Annual Conference.
		* In relation to the bylaws, Kent updated the Strategic Plan for posting on our site.
	4. Operations Manual subcommittee – Brandon Kimura
		* Kent shared where the subcommittee is right now. There will be revisions needed based upon the passage of any bylaw amendments. Courtney encouraged others in Governance to reach out to help with the manual.
		* Kent recommends providing ideas procedures/guidelines for the nominations committee in the event the bylaw amendment expanding its duties passes.
	5. State of the Profession - Angie VanSchoick
		* Jeffrey would like the committee to create talking points between the vignettes. Nicole Garcia volunteered to help with drafting. Peter Kiefer is willing to assist – primarily from a technical standpoint. Greg Lambard previously suggested we reach out to the other committees as well.
	6. Voice of the Profession
		* We’ll coordinate with Communications Committee regarding distribution.
3. **New Business**
	1. Angie shared the call for nominations for the various NACM awards and Kent encouraged attendees to apply for a Board position.
4. **Strategic Plan priorities**
	1. **Strategic Focus Area #2 – Education and Resources**
		* Goal 1 - Increase involvement and participation in educational programming and resources
			+ Call for articles for Court Manager or Express to give people opportunities to share information.
				- Dawn noted she’s doing great for Court Manager, any articles received now will go in January 2024.
	2. **Strategic Focus Area #3 – Advocacy for the Profession**
		* Goal 1 - NACM will be an influential and respected voice on behalf of courts and the court profession.
			+ Communicate NACM’s proclamations and explain the importance of them, as well as the voice of the profession.
			+ Interview court leaders on their journey (captured via articles, webinars etc.)
			+ Provide members with outreach/speaking materials for local schools/colleges to advocate for the profession.
			+ Find a way to publicize our State of the Profession Address
				- Court Professionals Week
5. **Strategic Focus Area #4 – Governance**
	* Goal 1: NACM’s governance is representative, responsive, and effective.
		+ Conduct conference breakout session(s) on NACM’s strategic plan.
		+ Communication with members to make certain we’re aligned with their needs/wants – follow-up to membership surveys.
		+ Create a fillable feedback form on the resolutions page for proposed resolutions.
		+ Communicate board activities in Court Express.
6. **Future Projects**
7. **Dates of significance**
	1. Annual Conference – July 9-13, 2023, Tampa, FL
8. **Adjourn at 3:25 pm ET**