



**NACM Governance Committee
Conference Call Meeting Minutes**

A conference call via telephone of the NACM Governance Committee convened on Wednesday January 17, 2018 at 2 p.m. EST. The meeting was called to order at 2:04 p.m. by Rick Pierce, Vice Chair. The meeting proceeded as follows:

I. Roll Call and Introductions:

The following committee members and guests were present: Alyce Roberts, Peter Kiefer, Jessica Parks, Angela VanSchoick, Mark Weinberg, Mark Dalton, Will Simmons, Janet Reid, Jeff Chapel, Cindy Stoltz, Lawrence King, and Vicky Carlson

II. Review of Minutes

The minutes from the December 20, 2017 meeting were reviewed and approved as submitted.

III. State of the Profession Sub-Committee Update

Rick Pierce provided an update as to the progress of this sub-committee and the contents of its January 4, 2018 meeting. Rick noted the sub-committee addressed issues such as identifying the target audience which may vary and the need to grab the audience's attention. The contents of the message, although still under discussion, were also debated. The sub-committee now has a working outline with which to add detail to that will become the State of the Profession Address. The sub-committee will convene another call on Tuesday January 23rd.

IV. Other Sub Committee updates

- a. Rick discussed three business items currently before the resolution subcommittee. The subcommittee, which will convene a conference call on Monday January 22nd will be tasked with the proper format of recognizing Dr. Maureen Conner from Michigan State University. This sub-committee will also discuss what is the appropriate course of action to take in conjunction with two COSCA resolutions currently pending.
- b. Rick relayed objectives and action items undertaken by the Operations Manual Subcommittee which met on Tuesday January 16, 2018. Specifically, the sub-committee examined some of the appendices of the Operations Manual for content as well as for target review dates which vary. Additionally, the sub-committee will seek guidance from the NACM board for review of content of some appendices that may be in question, as well as, seeking board input and direction for assignment

(for periodic review purposes) of sections of the Operations Manual to the specific individuals or committees these sections address.

- c. Pete Kiefer provided an update on the Ethics sub-committee and specifically those on this committee working with Pete to review the Code of Conduct. There are specific questions posed before this subcommittee that will be taken under advisement for the foreseeable future. This subcommittee will meet on January 25, 2018 and will provide further details on their progress at the February 21, 2018 Governance Committee meeting.
- V. Policy Question regarding requests to post links/mentions of original material by individuals in NACM publications**
- Alyce provided the background of this request from the Communications Committee seeking input and recommendations to formulate a policy regarding individuals who seek to publish a section of their material (book or other publication) in a NACM periodical such as The Court Manager or The Court Express. President Carlson led an active discussion on what guidelines are already available when submitting articles for NACM's periodicals. Vicky suggested this policy question be sent back to the Communications Committee since the policy issue should be resolved by this committee.
- VI. New Business**
- a. The Governance Committee will reconvene on Wednesday February 21st at 2 p.m. EST.
 - b. The meeting was adjourned at 2:43 p.m. EST

Respectfully submitted,

Rick Pierce
Vice Chair