



**NACM Governance Committee  
Conference Call Meeting Minutes**

A conference call via telephone and online webinar of the NACM Governance Committee was held on Wednesday, June 20, 2018 at 2:00 PM (EST). The meeting was called to order at 2:00 PM (EST) by Greg Lambard, Chair. The meeting proceeded as follows:

**I. Roll Call and Introductions**

The following committee members and guests were present:

- |                 |                     |
|-----------------|---------------------|
| - TJ BeMent     | - Dawn Palermo      |
| - Vicky Carlson | - Rick Pierce       |
| - Julie Dybas   | - Janet Reid (NCSC) |
| - Kathy Griffin | - Alyce Roberts     |
| - Peter Kiefer  | - Angie VanSchoick  |
| - Greg Lambard  | - Mark Weinberg     |

**II. Review of Minutes**

The minutes from the May 16, 2018 meeting were reviewed and approved as submitted.

**III. Ethics Update on Sponsored Webinars**

The ethics subcommittee had previously met and discussed the ethical issues surrounding sponsored webinars. Their recommendations are conditioned on how the webinar is produced. They want the treatment of these type of sponsorships to be even handed, to ensure smaller vendors have a chance at doing this, and that we are certain that NACM maintains control regarding the content that is presented. The subcommittee's recommendations will be shared with the Board.

**IV. Operations Sub-Committee**

The sub-committee has completed its review of the appendices to the operations manual. These will be presented to the Board. Additionally, an edited travel policy will be presented to the Board for approval. There was agreement amongst the full committee that the changes can be presented to the Board as a package.

## **V. VOICE Survey Update**

Greg thanked everyone who assisted in creating the VOICE survey. Alyce Roberts volunteered to help Greg get the survey into Survey Monkey. Greg asked for volunteers to beta test the survey once it is placed in Survey Monkey.

Previously the committee had decided to write a letter to academic institutions as a follow up to the State of the Profession (SOP) Address. Rick Pierce drafted a letter that the committee reviewed. In the discussion that followed the committee had the following advice: highlight the first ever SOP Address; use this as a chance to promote membership in NACM; use this as promotion of the association in general; encourage the institutions to use the SOP in current classes; and add a link to a “landing” page on the website that would highlight the benefits of membership for students and faculty. Rick will redraft the letter and send it to the Board for review. Should the Board agree with the idea of linking to a page, then the communications committee will be consulted.

The committee felt that the letter should go out late August – Early September.

## **VI. New/Other Business**

There is an opportunity for a face-to-face meeting of the committee at the annual conference. When queried the group was favorable toward holding the meeting. The meeting will occur at 2pm on Wednesday June 25<sup>th</sup>, the room will be noted on the conference agenda.

Greg asked the committee members to start thinking about what we can do to promote the NACM agenda in the coming year. Some quick thoughts were social media, articles, and a toolkit for starting conversations with court leaders.

## **VII. Adjourn**

The meeting was adjourned at approximately 2:40 PM (EST). The next meeting of the committee will occur at 2pm on Wednesday June 25<sup>th</sup>, the room will be noted in the conference agenda.

### **Respectfully Submitted:**

Greg Lambard  
Governance Committee Chair