



**Membership Committee**  
**Wednesday, September 22, 2021**  
**2:00 pm ET**

<https://us06web.zoom.us/j/96643016450?pwd=ZjZzdjEwS1RlRmJlamZONHlzMEI5Zz09>

Meeting ID: 966 4301 6450 Passcode: 034792

Find your local number <https://us06web.zoom.us/u/kVFdGKHzC>

**Draft Minutes**

- **Attendees:** Cheryl Stone, Brandon Kimura, Kent Pankey, Stacy Worby, Kathy Griffin, Erin Carr, Tina Mattison, TJ BeMent, Rick Pierce, Lillian Triplett, Dorothy Howell

1. Welcome
2. Minutes of the meeting on September 22, 2021 approved.
3. Subcommittee Reports
  - a. Early Career Professional  
Stacy Worby announced that shared interest group discussions will begin in January during the second half of ECP meetings. Transitioning into management will be first topic. Additional topics are writing performance evaluations will be second topic. These discussions will be offered to NACM members only
  - b. International  
  
Michele Oken Stuart reported that the subcommittee met in July and September. Significant work on website is completed. The subcommittee is currently working on a brochure and discussing the targeted audience and a resource list. There are many new members to the subcommittee. Michele is looking to increase participation from a partner association (IACA)
  - c. State Associations  
  
Rick Perce announced that the subcommittee will meet monthly until the end of 2021. The goals for the 2021 year are to work with the Membership and Communications Committees regarding a landing page for state associations as a repository for agendas, speaker lists, other resources for state association leaders. He is also considering the possibility of the content published in Court Express. Additional goals are to increase dual memberships, promoting CORE and the CORE Champion program. T. J. BeMent will discuss DEI at the meeting tomorrow.



4. Membership Engagement:

Dorothy Howell reported that membership invitations were mailed to forty-five non-members that attended the 2021 Annual Conference in San Diego, Ca. Additionally, Vice Chair Brandon Kimura extended an invitation to the current NACM members to join the Membership Committee. Vice Chair Cheryl Stone extended an invitation to current members as well as other Trial Court Administrators in the state of Washington. A copy of the invitation letter was also provided to Vicky Carlson upon her request to share with other Trial Court Administrators in her home state of Montana.

5. Social Media Campaigns:

The membership committee will begin posting member videos in October. Cheryl Stone submitted her video and will be the first published. Brandon Kimura drafted and emailed suggestive questions as guide for those who choose to submit videos. The video should be 2-3 minutes in duration.

6. Mentorship Program

Dorothy Howell reported that she received one applicant for the mentorship program. The applicant is a judicial assistant in the Fulton County Superior Courts. She suggested that we modify the mentorship application to include a question as it relates to the applicant's expectations and what they hope to gain from the mentorship program. This additional information will assist in aligning the mentees with the best mentor.

7. NACM Conferences:

- a. Mid-year Conference Bellevue, Washington. February 20-22,2022
- b. Annual Conference Milwaukee, Wisconsin. July 10-14,2022

Meeting adjourned @ 2:45

2021 Membership Meeting Schedule, 4<sup>th</sup> Wednesday monthly @ 2pm ET

October 27, 2021

November 2021