



National Association for Court Management

Strengthening Court Professionals

POST-CONFERENCE BOARD MEETING

THURSDAY, JULY 25, 2019

12:30 - 2:30 PM

Van Gogh 1

MINUTES

Present: Will Simmons, TJ BeMent, Kathy Griffin, Jeffrey Tsunekawa, Paul DeLosh, Charleston Carter, Jeff Chapple, Michelle Dunivan, Frank Hardester, Dorothy Howell, Kelly Hutton, Tina Mattison, Rick Pierce, Angie VanSchoick, Janet Reid, Callie Dietz

Guests: Val Gardner, Shay Robertson

1. Welcome and Introductions *Will Simmons*
Will called the meeting to order.
2. Debrief of Annual Conference *All*
Will asked for general feedback about conference:
 - Kathy heard feedback about Voice of the Profession- not as full. Perhaps should have paired the speech with a stronger plenary or later in the day (or Monday).
 - People want/requested longer sessions. Callie mentioned they will be continuing to do this.
 - Two-part Core sessions competed against Mark Lanterman (Son of a Breach, Don't Be Another Fish in the Dark 'Net), so they were not well attended.
 - Business Meeting - Michelle mentioned that that people who go last have the smallest audience. Possibly should make reports while people are eating?
 - The Career Fair was successful, and people were engaged. Michelle is going to send out an email requesting feedback from those with tables. Val requested to check re: space if going to move forward with Career Fairs each year as contracts have been signed for 2020, 2021, and 2022. Michelle would like to move forward for New Orleans. Try to have better marketing for the Fair - possibly making it a headliner for Court Express. It was estimated

approximately 70 people had walked through. In the future, the board would like to include mentors and a possible resume workshop. Janet mentioned the need to consider vendors/exhibitors when adding programming during the exhibit hall. Michelle stated another day may work.

- Paul asked about the technical difficulties and whether a discount could be requested. Callie responded that most of the issues were caused by speakers themselves. Embedded video was an issue with some of the speakers.
- Frank stated that he missed the presentation of colors or would like to at a minimum have a flag on display. Fundraising was a great opportunity. Perhaps use scholarship recipients to staff the desk. Nice to see a plan that comes together.
- Rick stated that attendees like the networking opportunities and want more. Last day, possible to add more opportunities. People were energized by podcasts/live stream. Need a succession plan for these components.
- Michelle discussed a networking event for New Orleans (i.e. ghost tour) and volunteer activity.
- Tina mentioned that she heard that some colleagues felt having a sponsored plenary had a captive audience. Committee meetings overlapped so attendees could not go to all of them. Perhaps 45 minutes for committees would be sufficient? Will suggested Education/Conference Development meet together. The board discussed doing one committee meeting a day vs. during the exhibit show.
- Janet suggested board members use the app to promote committee meetings. A description of committees should be included on the app in the future.
- Provide 10-15 minutes tutorial on the app at the beginning of the conference for those who may not know how to use it.
- Be careful not to put nothing with the exhibit hall so people don't feel like a free day.
- Exhibitors like the format of the exhibit show now and were happy with the number of attendees at the show. Exhibit hall fees are the highest of any of the National Center for State Court associations so cost cannot be increased. Consider lead retrieval and investigate costs - Kathy stated the savings weren't that great. Kathy asked about if a 50/50 raffle was possible.

3. NACM/NCSC Relationship/Explanation of responsibilities NCSC
Janet reviewed the partnership between the National Center for State Courts.

4. Board Resources

- a. Board Resource Guide - gives you structure and committee information.
- b. NACM email - new members email has been set up

c. Box

5. Conference Call Schedule (*see attached*)

Will called attention to the conference call schedule and noted that meetings are on the NACM Google calendar.

6. NACM Permanent and Standing Committees

Will Simmons

New members will be contacted by Will in the near future regarding their committee assignments. Will reviewed the current committee assignments:

- a. Nominations - Paul DeLosh
- b. Governance - Rick Pierce & Angie VanSchoick
- c. Communication - Charleston Carter & Frank Hardester
- d. Education - Kathy
 - i. Conference Development - TJ
 - ii. Core Committee- Jeffrey
- e. Membership Services - Michelle Dunivan
- f. Past Presidents - Paul DeLosh
- g. New members will be assigned soon. Will requested board members to fill out the skills assessment.
- h. Kathy asked if there should be an IT/Web committee. Jeffrey has some members that expressed an interest. More assistance will be needed with the website.
- i. Tina has volunteered to assist with Awards for 2020.

7. 2019 Strategic Priorities

Will discussed strategic priorities for 2019. Rick stated that he will be giving a report as Governance Chair, on the progress of the priorities and objectives of the year. This will be coordinated in October.

- a. Priority #1: Member Engagement
- b. Priority #2: Financial Stability
- c. Priority #3: Partnership Maximization
- d. Priority #4: Board Recruitment/Engagement

8. Conflict of Interest Policy and Emergency Contact

Board members were asked to sign and return to Janet.

9. Upcoming in-person Meeting Dates

Will Simmons

Fall Board Meeting, New Orleans, LA

Officers: Friday, October 18, 2019

Board: Saturday and Sunday, October 19-20, 2019

Midyear Conference, Charlotte, NC

Officers: Friday, February 7, 2020

Board: Saturday, February 8, 2020

Annual Conference, New Orleans, LA

Pre-conference:

Officers: Friday, Jul 10, 2020

Board: Saturday, July 11, 2020

Post-conference:

Board: Thursday, Jul 16, 2020

10. Will opened the floor for general feedback. Dorothy asked about a take-away, selling items for the conference. Will stated that there used to be sales. This conference had requests for lapel pins. to the Board should entertain ideas to sell items. Dorothy suggests a polo shirt. Idea of perhaps doing a shirt day. Idea of professional portfolio or cardigan sweater. Could they make them onsite? The board will discuss at the Fall Board Meeting.
11. Frank raised the issue of press releases for new Board Members. He asked if new members would like one and volunteered to write them. He plans to send out a release about the board as a whole and will include partner organizations in the distribution.
12. Charleston & Michelle would like to embark on a membership campaign. Donate \$20.20 to assist in additional scholarships and get a total of 2,020 members by 2020. Dorothy would like to get newer folks to attend conferences. #iamnacm hashtag should be utilized. Charleston would like to make a flyer for the 2020/\$20.20 - will present proposal by the Fall Board Meeting. Michelle asked about membership scholarships and the board will consider that.
13. It was requested that personal cell numbers be added to the board roster.
14. Jeffrey requested board committee chairs send meeting times when they are confirmed and requested bios from everyone for the website update. The previous year of committee materials will be archived and made available on committee pages. The President's message and page has been updated.
15. Make sure all committee dates are on NA CM calendar.

16. Michelle would like info for LinkedIn campaign.

17. Adjournment

Will Simmons

There being no further business, the meeting was adjourned.