

# BOARD CONFERENCE CALL

**Thursday, September 12, 2019 – 2:00 PM ET**

# MINUTES

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

# NOT PRESENT: Paul DeLosh, Frank Hardester

1. **Welcome** *Will Simmons*
   1. Will took roll call and welcomed everyone to the call.
   2. Approval of July 20 and 25, 2019 Meeting Minutes. Will asked for corrections to the meeting minutes. There being none, Kathy made a motion to approve, Dorothy seconded the motion, all in favor and the minutes were approved as submitted.
2. **Governance Committee** *Rick Pierce*
   1. The Governance Committee received 5 resolutions from COSCA/CCJ. The resolutions were reviewed by the resolutions committee and will be presented to the Governance Committee and eventually the board moving forward. Instead of supporting the Plain Language Resolution from CCJ/COSCA, a plain language original resolution will be created and presented to highlight the work NACM has done around that topic.
   2. The Ethics Subcommittee met to review different ethics challenges being faced. Peter Kiefer would like a landing page linking to various ethics codes for viewing. Angie invited board members to forward their code of ethics to her for posting.
   3. Angie and Rick are working to get Court Trends Survey out as well.
   4. Voice of the Profession Survey results have been distributed to the board. Rick asked the board to review; the Governance Committee will look to see what members would like NACM to advocate for and devise a plan. Rick noted that the results to the survey are similar to last year’s but telling as to where members stand on specific issues and what they would like NACM to do as the Voice of the Profession.
   5. Landing Pages – Landing pages are being created for non-members coming to the website looking for information about the profession and NACM specific to interests: educators, funding authorities, and so on. The goal is to educate each of these groups about NACM (the value of membership) and why they should attend conferences relative to their interests.
   6. National Agenda – Governance is looking for assistance in developing the next National Agenda. The Strategic Plan references the National Agenda. Paul will speak to the past presidents committee to see if they will help in writing it. The current National Agenda expires December 2020. A committee needs to be formed to create the document, and/or the board itself with determine what the National Agenda will contain and how the process will work. Previous files are available on box. Rick needs a sense of direction as to how this is related to governance as does not have reference point. After discussion it was determined that the Governance Committee should be as a liaison between board and those writing it. This project will take many generations to participate in the working group. Will feels Governance should see how Paul’s meeting with past presidents goes before moving forward. It was agreed that the group should probably be large and diverse. Rick hopes he will have a working group set up in October.
   7. Strategic Planning Priorities for 2019 - TJ distributed a document listing the 2019 Strategic Planning priorities at the July 25 meeting. Rick requested committee chairs review with committees and report back regarding the status of these objectives.
3. **Membership Services** *Michelle Dunivan*
   1. Membership 2020 campaign – membership has been working with Charleston and Frank for a membership campaign. Michelle presented proposed logos and a flyer to get people to gift a membership to a nonmember. The membership committee has been trying to determine benefits members would receive in exchange for giving a certain donation amount.
   2. The membership committee is exploring a method of collecting funds but need to be explicitly clear to donors what the funds are going to, which in this case it would go to operating fund.
   3. Michelle has researched *Amazonmerch* with on-demand shirt printing. Amazon keeps track of the royalties which would be funneled back to NACM. The average royalty is about $5 per item. The downside is that NACM would have to share banking information for royalty deposits, which is a concern, but need to figure out how to overcome. Michelle and Jeffrey will get together with Janet to discuss.
   4. Dual Membership Agreements – Michelle plans to take advantage of the dual member agreements in place and would like to try to market NACM more during state association conferences. Michelle has something drafted to determine when various state association conferences are and how to get member list. The committee is working to create strategy on marketing. Michelle indicated they would also like to increase the number of state association agreements in place.
   5. The membership committee is working on a marketing campaign, separate from the *Linkedin* campaign. The focus will be to entice marketing targets to become paying members of NACM.
   6. *Linkedin* Campaign – The marketing campaign on *Linkedin* will be live next week.
   7. ECP – Tina will be trying to move the mentorship program forward this year. There is a need for mentors. Paul will be discussing this with past presidents. Tina will also be focusing on universities and students; hoping to develop a standard presentation focused on students focusing on career development opportunities within the court profession.
   8. Will highlighted the letter that went to the ICM Fellows program graduates who were not members. Hopefully the letter will entice them to join.
4. **Communications Committee** *Charleston Carter*
   1. The communications committee will meet today at 4 pm.
   2. 20 people have expressed interest in joining the committee.
   3. The *Court Manager* is scheduled for Sept 13. Charleston would like to discuss vendor rates. Janet will send him current rates and they will talk offline.
   4. The next *Court Express* is scheduled to be sent out Sept 19.
   5. Charleston is currently evaluating Communications Plan and making updates to it.
   6. Active Shooter will be the next podcast September 19.
   7. Charleston has visited 3 universities – they are very interested in podcasts. Students have suggested podcasts focused on what students who are working in the criminal justice system. The students are interested in joining and participating in podcasts. A few have asked about an ambassador program.
   8. Webinar – Charleston is working with the person who said they would do a non-lawyer navigator network program the week of October 21. They plan to do several trials of the webinar software beforehand.
   9. Michael Cuffee and Dorothy Howell are assisting the committee in creating an electronic communications booklet, which will identify people on the committee.
   10. Will commented that he is thinking about the viability of NACM Chapters at colleges and feels that this is important for the future of NACM. Kathy requested Charleston share what is being sent to universities.
5. **NCSC Report** *Janet Reid*
   1. Janet reported that Jesse and Jennifer, along with many NCSC Staff, were in New Orleans wrapping up CTC.
6. **Immediate Past President** *Paul DeLosh*
   1. Paul is on vacation and not on the call.
7. **Secretary/Treasurer** *Jeffrey Tsunekawa*
   1. Kathy and Jeffrey will be visiting the National Center to work on the budget in early October and plan to meet with Val, Stacey and Jesse. By the time of this meeting, they should have most of the annual conference expenses accounted for.
   2. Jeffrey mentioned that flight to New Orleans are very expensive for the timeframe of the fall board meeting and most of the flights have been over $500. CTC did not see an impact to attendance, so hopes the cost of flights will not impact Annual Conference.
   3. Jeffrey will be doing site visits for 2023. Targeting getting an RFP out to hotels this fall, and site visits late this year/early next year visits.
8. **Vice President** *Kathy Griffin*
   1. First State Association Committee and Education Committee calls were held. Things are rolling along.
   2. Kathy is trying to develop State Association round tables. So far, there have been some good responses. Kathy is hoping can the State Association Committee can become more robust.
9. **President-Elect** *T.J. BeMent*
   1. Conference Development: TJ reported that the kickoff call was held this week. The Call for Proposals is out. Conference logos are finished. He has a punch list of what needs to be done in order for the conference site to launch, hopefully after New Orleans Board Meeting. TJ has asked Jeffrey and Kathy to review Registration Rates as they prepare the budget.
   2. A letter from Will was sent to partner organizations regarding the Call for Proposals and asking them to submit a proposal or forward to members of their organization.
   3. At CTC, TJ has reached out to several vendors regarding sponsorship opportunities.
   4. #wetoo grant – TJ talked to Jonathan Mattiello re: We Too grant in New Orleans. Jonathan stated NACM has been awarded the grant, and that details should be received soon. This grant will be a multi-partner collaborative effort.
10. **President** *Will Simmons*
    1. Will mentioned that he saved the association some costs by not attending CTC since Jeffrey and TJ were in attendance.
    2. AJA is having their conference next week; Will has been in touch with the president to let him know he was not attending.

## Other/New Business

## Will asked the board if there was any new business for the organization which needed to be discussed.

## Charleston asked if there was any thought of having a vendor “pay for a spot” on FaceBook Live. Charleston feels was FaceBook Live was of value to membership and should continue. Janet will mention to Stacey.

## Janet mentioned that a memo regarding the board book will go out in the next few days.

## Adjourn – there being no further business the meeting was adjourned.



**NACM ANNUAL BOARD MEETING MINUTES**

**Saturday, July 20, 2019 ~ Van Gogh Room**

*PRESENT: Paul DeLosh, Will Simmons, TJ BeMent, Kathy Griffin, Vicky Carlson, Michelle Dunivan, Tina Mattison, Frank Hardester, Charleston Carter, Angie VanSchoick, Rick Pierce, Greg Lambard, Jeffrey Tsunekawa, Alyce Roberts, Janet Reid, Jesse Rutledge, Callie Dietz*

*INVITED GUESTS: John Romero, Joey Hastings, Jeff Shorba, Genevieve Citrin Ray, Nancy Smith, Pete Sferrazza*

**President’s Report** *Paul DeLosh*

1. Welcome to Guests

Paul welcomed everyone to Nevada and noted that he is looking forward to a great conference in the coming week. In addition, he welcomed NACM’s partners present. NACM greatly values the contributions of partners. Summary of partner organizations included in board book. Paul’s focus over the past year has been to grow partnerships as he feels partnerships are valuable to the court community and NACM members in general.

1. Overview of the Officers meeting

Paul discussed some of the items discussed by Officers at their meeting held Friday. Officers met exclusively in the morning, and NCSC staff joined them in the afternoon. The officers discussed the events of the coming week.

* A very important vote will take place this week-emails have been sent to the membership advising them on changes. The vote will take place on Monday after Greg presents the details of the Articles of Incorporation amendments. Nuances of how to do this are based on Virginia State Corporation Commission regulations. A link to the survey to vote will be provided on the slide. Please encourage people to download the app. The vote is for NACM members in good standing only. Plan to present results later in the business meeting.
* The officers discussed focus on partnerships – NACM has used a deliberate and strategic approach. NACM plans to focus on Dual Member Agreements and taking advantage of the contract provisions such as free distribution to lists, etc.. Paul gave an example of how MACCM is assisting in promoting the Midyear in Charlotte.
* The officers also discussed the budget and the challenges associated with it. Kathy will present the budgeted bottom line at the business meeting, with an explanation as to why the association is in this position. The cost of living is going up, so expenses are increasing but membership is flat. The board offers additional value to members but keeping membership dues flat. Want to ensure membership understands the board does not want to take anything away from them.
* Officers reviewed the Crisis Response Plan – available on box for board to review.

1. Approval of minutes – June 4 Board Call

* Paul asked if there were changes or corrections to the June 4 minutes, there being none, the minutes were approved.

**Introductions and Welcome of Board Guests**

1. The board welcomed guests and gave brief overviews of committee work over the past year.
2. Guest Introductions and updates:

* **AJA – Hon Pete Sferrezza: Judge Sferrezza is the** former mayor, city of Reno and former Justice of the Peace. AJA thanks NACM for partnership in helping the public understand the role of the courts. Closely affiliated with the NCSC. AJA has mission to help members become better members by providing top quality training. Two of big topics, procedural fairness, pretrial release for juveniles and adults. AJA is the Voice of the Judiciary and provide leadership in speaking nationally for judges on specific issues.
* **COSCA – Jeff Shorba:** COSCA has enjoyed great partnerships with NACM. Wanted to thank NACM for the free one-year membership-helping to promote this. Reviewed upcoming policy papers and conferences.
* **NASJE – Nancy Smith:** Nancy reviewed NASJE initiatives to include online learning. Excited to be presenting on Inclusive Leadership with Jeff Schrade for the program on Sunday.
* **AU Justice Program – Genevieve Citrin Ray:** Working on research, policy and practice.
* **NCJFCJ – Joey Hastings & John Romero: NCJFCJ is w**orking to find ways to collaborate with NACM. Have other national organizations participating with the Diversity, Inclusion summit in Orlando. Will Simmons will speak at the summit. Working on the #wetoo movement with State Justice Institute and Women Judges for this to have a meaningful training. Discussed upcoming meetings and initiatives. So many opportunities to amplify court administrator and judge’s role.

**Paul highlighted the impact of partners and the meaningfulness of collaborations.**

**President-Elect/Conf. Dev. Com.** *Will Simmons*

1. Annual Conference 2019 Housekeeping – Will discussed the conference further and noted that there are more first-time attendees than NACM has had in a while. Will requested the board welcome attendees and encourage them to attend.
2. Invited board to look at announcements so they are familiar with what is taking place.
3. Will thanked Paul and Alyce for help on slides and for the great job they’ve done.
4. Conference planning started earlier than ever which has helped success. Callie has been a great partner in planning the education for this meeting.
5. Board members are invited to post on the app.
6. Will will be monitoring messaging and remove inappropriate content.
7. Hosts are well covered, and they are prepared.
8. Will requested board give feedback as to anything can do to improve for future years.
9. It is requested committee chairs speak briefly for committee awards and Lady Justice pin.
10. Facebook Live – Peter, Alyce, Angie and Charleston have done significant work to make the FaceBook live recordings happen this week.

**Vice President**  *T.J. BeMent*

1. Education Committee –
   1. TJ mentioned that lengthier Core sessions will be held at this conference to see how members receive them.
   2. Court Manager document repository – being worked on, should be ready in the next few months. Dawn Palermo has done a huge amount of the work in identifying items. Should be a big resource for members. Jeffrey mentioned inputting internal tracking to see how many people are accessing items. Paul suggested a big marketing push will take place. Documents will be held in a document repository.
   3. Starting the concept of landing pages on website for particular topics (i.e. nacmnet.org/this topic)
   4. Annual Summary of NACM Content – this document is being worked on and will be distributed
   5. #wetoo project – getting one step closer to putting together grant information with partners. Trying to make deadline of August 1. The grant will include a train the trainer program and program curricula.
   6. Core Certification Program Proposal – TJ reviewed the proposal and the thought process behind it. A video with protocols will need to be reviewed for some accountability of the honor system. Track via a CLE form? Form located in the member portal. Alyce suggests creating a survey monkey for submitting form. After discussion, the board voted on the proposal with the amendment to add a mechanism with accountability. Nancy Smith suggests more accountability but thinks that linking to Conferences entices people to attend. Jesse Rutledge suggests that they have to provide information instead of trying to figure out who is attending via ip addresses. TJ made a motion to approve the program as a concept while they explore forms; Alyce seconded the motion. All in favor, none opposed, the motion passed.
   7. TJ presented Alyce Robert a certificate for her commitment to Education Committee.

**Secretary/Treasurer** *Kathy Griffin*

1. Budget Update-Kathy thanked everyone for putting up with her as budget monitor. Kathy reviewed budgets. Hoping membership revenues come in as they have historically. Jeffrey mentioned his concern that the association is spinning their wheels trying to stay in black. He suggested a committee or task force to focus on budget for the health of the organization. Alyce suggests drawing from membership to look at this. Paul suggests the message need to be: membership numbers static; membership rate static.
2. The board discussed that it is necessary to come up with a financial plan as to how can get where we want to be.
3. TJ emphasizes need to protect those individuals for whom NACM is all the education they have.
4. Vicky emphasized location of conferences are important.
5. Michelle discussed the cost of a new members is much lower than the cost of a conference participant, so should focus on membership numbers.
6. Janet suggested thinking about alternate revenue streams that aren’t conference reliant for the organization’s future.

**Communications Committee** *Alyce Roberts*

1. Alyce presented certificates of acknowledgement to Charleston Carter, Frank Hardester, Jeffrey Tsunekawa and to Paul DeLosh for their work with the Communications Committee.
2. Website Statistics – Jeffrey reviewed the statistics in the Board Book. Jeffrey suggests refreshing some of the artwork on the website.

**Governance** *Greg Lambard*

1. Ethics Committee– Greg requested feedback on the survey in the board book. No comments were made
2. Communications Strategy for Resolution 2019-1 – Resolution was approved, but board needs to determine how to promote. TJ suggests a press release. Paul pointed out that the marketing plan includes promotion of resolutions and should be referenced.
3. State of the Profession Survey – will be going out as soon as the State of the Profession is given on Tuesday. The Governance Committee is interested to see how the trends are evolving. The committee is also excited about the Speech that is coming out. Vicky asked about tying the National Agenda into the State of the Profession. Greg said some of this could be done easily. Question he has is about some of the other things that have been done in the past that don’t marry with the State of the Profession. Greg doesn’t think National Agenda should be “full court press,” but there are aspects that can be continued. Paul has a power point from the past and will share it with the committee.
4. National Agenda Communication Strategy– The National Agenda is meant to be a helpful guide to jurisdictions as to what the nation thinks is important. It can be different than court trends. Greg and Rick want to determine if want to continue as a board. The National Agenda bigger than Strategic Plan.
5. This fall the Governance committee will track the strategic plan progress.
6. Operations Manual annual review process – Angie created hyperlinks to eliminate the appendices of the operations manual. Need to have the blessing of the board to be able to move forward with the revisions. Everything will update with Frank’s naming conventions so know which is the most updated information. Greg acknowledged the work Angie did for the Operations Manual. Will moved to approve the Operations Manual changes. Rick seconded the motion to approve the Operations Manual as presented. No discussion. All in favor, none opposed.

**Immediate Past President**  *Vicky Carlson*

1. Past President Committee – The committee reviewed the bylaws and Articles of Incorporation change and have assisted in reviewing documents. This seemed to be a good place for them.
2. Nominations Committee – Vicky has created some documents for the committee and the committee will be doing interviews on Sunday.

**Membership Committee** *Michelle Dunivan*

1. Membership Appreciation Week was held with 47 participants. Jeffrey managed it solely.
2. Michelle reviewed her report. The Career Fair has 5 tables there will also be a mentorship program table.
3. LinkedIn Recruitment – Michelle would like to move forward with this and get going as soon as possible after conference so have numbers to discuss at fall board meeting. Michelle discussed targeted campaigns and the possibilities, whether geographic, title or otherwise. LinkedIn recommends adding subtitles to videos. After discussion, it was determined that Michelle will target Louisiana and North Carolina. One will be future conference related, one ad on membership, one on past conferences and live stream resources.
4. Vicky suggests improving the conference registration form to say “call to join” so people know it is an option. Alyce has an issue is with the online membership/registration – as you have to join and then log back in to register.

**NCSC Update** *Jesse Rutledge*

1. Jesse brought greetings from Mary McQueen. Jesse talked about staff from the National Center with NACM this week. Jesse discussed that only costs for Shay, Stacey, Val, Janet & Callie are covered by NACM. The National Center pays for the rest of their staff who are here due to the value of NCSC spending time at the conference.
2. Jesse has been with the Center for 11 years, doesn’t know that he has seen a time with so much happening. Very busy time, and reflected in education program. Things not on education program:
   1. NCSC Website Explainer Video – Whiteboard – a successor to graphic novels looks at Courts & Society
   2. Trends in State Courts Publication 2019 edition just was printed.
   3. Meeting held that discussed disinformation and how being used to undermine faith in courts.
   4. Plan to hold CTC in New Orleans. Keynote is Richard Seskind from Scotland, a leading authority on the future of online courts.
   5. Other NCSC Staff: Paul Embley & Nicole Waters, Open Data Standards, Patti Tobias on Mental Health, Alicia Davis on Family Justice Initiative, Danielle Hirsch & Stacey Marz on Self-Represented litigants, Nora Acido National Opioid Task Force, Paula Hannaford, Jesse on what he has learned from 5 years of Public Polling

**New Business / Open Discussion / Carryover** *All*

* Paul discussed the individuals from Colorado who have been in the news and advised the board that they had been disinvited to speak. Will and Callie have sent email as they had not provided personal information.
* Logistically on Monday – Paul noted that he was sending an email to partners to sit at a President’s Table. He will also recognize partners in the announcements.
* Paul is in room 32061 in the Casino Tower. Thought would do cocktail hour from 5-6pm. Vicky was thinking of organizing dueling pianos at New York, NY at 7:30 pm.
* Angie stated Colorado judges are considering creating a Municipal Court Association because feel NACM isn’t providing what need. The board discussed this as an opportunity for discussion to bring them together and show value of NACM.
* Will made a presentation to Paul and presented with a gift in apprecation. Paul made brief remarks and acknowledged Vicky’s service and the others rolling off the board.

**Adjourn** – There being no further business, the meeting was adjourned.

***Invited Guests:***

|  |  |
| --- | --- |
| **Name** | **Organization** |
| **Pete Sferrazza** | [American](http://www.judges.org/) Judges Association (AJA) |
| **Jeff Shorba** | [Conference of State Court Administrators (COSCA)](http://cosca.ncsc.org/) |
| **Nancy Smith** | [National](http://cj.msu.edu/programs/jeritt/) Association of State Judicial Educators (NASJE) |
| **Judge John J. Romero, Jr. & Ms. Joey Hastings** | [National](http://napco4courtleaders.org/) Council of Juvenile and Family Court Judges (NCJFCJ) |
| **Genevieve Citrin Ray** | Right to Counsel Campaign |

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## 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.

1. 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.

NACM/NCSC Relationship/Explanation of responsibilities *NCSC*

Janet reviewed the partnership between the National Center for State Courts.

Board Resources

Board Resource Guide – gives you structure and committee information.

NACM email – new members email has been set up

Box

Conference Call Schedule (*see attached*)

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

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:

Nominations – Paul DeLosh

Governance – Rick Pierce & Angie VanSchoick

Communication – Charleston Carter & Frank Hardester

Education - Kathy

Conference Development - TJ

Core Committee- Jeffrey

Membership Services – Michelle Dunivan

Past Presidents – Paul DeLosh

New members will be assigned soon. Will requested board members to fill out the skills assessment.

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.

Tina has volunteered to assist with Awards for 2020.

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.

Priority #1: Member Engagement

Priority #2: Financial Stability

Priority #3: Partnership Maximization

Priority #4: Board Recruitment/Engagement

Conflict of Interest Policy and Emergency Contact

Board members were asked to sign and return to Janet.

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

1. 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.
2. 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.
3. 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.

1. It was requested that personal cell numbers be added to the board roster.
2. 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.
3. Make sure all committee dates are on NA CM calendar.
4. Michelle would like info for LinkedIn campaign.
5. Adjournment *Will Simmons*

There being no further business, the meeting was adjourned.