**National Association**

**for Court Management *Strengthening Court Professionals***

Social Media Subcommittee

**May 4, 2023 @ 4:00 p.m. ET**

Working Group Chair (Temp.): Natalie Williams

**Join from your computer, tablet, or smartphone: Zoom Social Media Subcommittee Meeting** <https://us06web.zoom.us/j/7103875466?pwd=RUplcUdyT0IreEdKalhCNWFiQTgwdz09> **or Dial in: Find your local number Meeting ID: 710 387 5466  
Passcode: 021675**

1. Approval of the April 20, 2023 Minutes
2. New Member Introductions – Lillian Triplett and Kim Alvarado
3. Action Item Review
   1. Update on upcoming events, webinars, community outreach/volunteer opportunities
   2. Email content to members regarding refreshed social media sites
   3. Court Express Announcement status update
   4. 2019 Social Media Policy review/discussion (continued)
   5. Fillable forms used (update)
   6. Hyperlink change for LinkedIn icons website, emails, signature blocks
4. Social Media Analytics Updates
   1. Facebook
   2. Instagram
   3. Twitter
   4. LinkedIn
5. Social Media Subcommittee positions and need:
   1. Chair/Co-Chairs- (Natalie – interim)
   2. Secretary: Whitney Freese
   3. Social Media Coordinator -Natalie (Lead), Rachel (Backup)
6. Facebook backup
7. Instagram backup
8. Twitter backup
9. LinkedIn backup
10. YouTube lead/backup
11. Open discussion

**Future Meeting dates:**

May 4, 2023

May 18, 2023

June 1, 2023

**Thank you for your time.**

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