

NCBC Board Meeting Minutes
March 6, 2008

The meeting was held via teleconference and was called to order by President Ken Gardner at 12:07 p.m. CST

Officers: Ken Gardner, President
Mark Hatcher, President Elect
John Ginocchetti, Treasurer
Trisha Harrington, Secretary
Barry Lander, Past President

Governors present: Jerry Truitt
Linda Spaight
Monica Menier
Milton Aguila
Kathy Grzybowski

Other Attendees: Celia Strickler, Business Manager
Sandy Smith - IMPACT Editor
Mary Lynn Wilson, Historian
George Prentice (Clerk of Court Texas Western - San Antonio - Host Court 2008 NCBC Conference)
Patty De La Garza (Host Court 2008 NCBC Conference) (**absent**)

President Ken Gardner

****A Motion is made by Milton Aguila to approve the minutes from the January 31, 2008 board meeting. John Ginocchetti seconds.**

The Motion is approved by the board with no objections.

****A Motion is made by Linda Spaight to approve the January Treasurer's Report. Mark Hatcher seconds.**

The Motion is approved by the board with no objections.

John mentioned that we'll be purchasing a CD with the money we recently received from Gallagher.

San Antonio Updates

George indicated that a lot of progress is being made. There was a site visit done recently with the conference planners. The hotel is not complete yet. It is a beautiful facility and it appears that all of the conference sessions will be held on the 4th floor. There are plenty of elevator banks and great signage. There have already been some nights that have been fully booked so there will be more room nights open. Once we post the agenda we anticipate the rooms to fill up quickly and we'll probably need another block of rooms. The hotel will be completed for sure by August and hopefully in time for our mid-year meeting in April. The education committee has made a lot of progress. Every break out session is filled up with a tentatively confirmed speaker. MSU is fully covered. We're talking to Heloise from Hints from Heloise who is from San Antonio. Patty in our office spent some time talking to her last week and it sounds like she would be a great opening speaker. We're also looking at having Dr. Bernard Harris, who is a NASA astronaut and also from San Antonio, to speak at the luncheon on Wednesday. The agenda will be posted April 1st and the site will officially open for registration April 15th. There will be an email announcement sent out to the membership announcing registration information is available. Celia asked if George had an idea of what the online registration will look like. George indicated that he would get that to Celia in a week or so. Mark suggested getting money up front for optional events. Mary Lynn asked if there would be a peer to peer session. George indicated that there would be a peer to peer session scheduled. The MSU session will begin on Tuesday. Kathy indicated that she spoke with Gallagher and they are working on setting up a train the trainer session which might run Sunday and Monday. This session would mainly be held for HR staff. Ken and George indicated that they had spoken with Glenn Palman at the AO and the he would run interference for us in obtaining speakers from the AO. Ken will send a letter to Judge Rothstein and see who else might be available. Ken indicated it would be nice to have Director Duff and George indicated that he was slotted for the opening ceremony. Judge Lynn in Dallas is a possibility as well. Ken will send a letter to Director Duff, Judge Rothstein and John Cooke inviting them to attend and speak at the opening plenary session. George will get the names of the FJC and AO people to Ken.

George indicated that the mid-year meeting will be held in a nice conference space. George indicated that due to Fiesta week-end being held in San Antonio that week-end, there is not a place that can accommodate a group dinner on Saturday night so the dinner will be held on Sunday instead. George and Patty would like to withdraw their request for a room for Saturday night. Patty De La Garza will be taking care of the board member's rooms for the mid-year meeting but not for the conference.

Mark asked whether or not Brenda Argoe was working with the sponsors again this year. Ken indicated that he asked her at last year's conference and she said she would be willing to help. Ken will send her an email. Ken will firm up the list of AO presenters next week with Ken.

Committee Updates

By - Laws - There was a meeting held on Monday. Jerry indicated that he expects to get the final draft out tomorrow to the committee. If the committee approves the By-Laws, Jerry will send it out to the board. Jerry suggested that the board might consider approving funds to have Vito Genna and Linda Ball come to San Antonio to work on the By-Laws that week-end in the event there are changes suggested by the board that need to be worked on.

****A Motion is made by Jerry Truitt to allot funds to have Vito Genna and Linda Ball attend the mid-year board meeting if there are a lot of board comments and the By-Laws need more work. Jerry will check with Patty to have her check on room availability. Mark Hatcher seconds.**

The Motion is approved by the board with no objections.

Benefits - Kathy indicated that she has been working with Gallagher to put together the survey to determine what types of educational programs the membership is interested in seeing. Once approved by the board, it will be emailed to the membership. The committee will compile the results and submit them to the board and to Gallagher.

****A Motion is made by Jerry Truitt to approve the survey and send it out to the membership. Linda Spaight seconds.**

The Motion is approved by the board with no objections.

Kathy indicated that Gallagher would be willing to offer a train the trainer type of session for HR staff. The class would be two full days and there would be no maximum number of attendees. The question is raised as to whether or not HR staff would be interested in attending and whether courts would pay for them to attend. Kathy indicated that she would gather some information regarding those concerns and report back to the board.

Membership - Mary mailed out membership renewal. It is suggested that a follow up email be sent to Clerks of the Court asking them to let everyone in their office who isn't currently a member know about NCBC membership. Barry will draft a memo for Ken to send out including information regarding the FERS legislation so that courts can pass on to non-members what types of benefits NCBC offers its membership.

Awards and Nominations - Pursuant to the By-Laws, the chair of the nominations committee has to be a non-board member. The awards committee is being chaired by Linda and Monica is the other board member. Barry suggested going to previous board members to recruit a chair for the nominations committee. John Horner was suggested but that is the only name so far. The awards need to be put together by the first week in May.

Historian

Mary Lynn indicated that she had talked with Ken and Mark about how to make the information that has been compiled so far more available at the conference. Mary Lynn purchased a large photo book to put past pictures in. The cost of the book was \$25.00 and Mary Lynn is asking to be reimbursed.

****A Motion is made by Jerry Truitt to allot \$25.00 to Mary Lynn for reimbursement of the photo book. Milton Aguila seconds.**

The Motion is approved by the board with no objections.

Mary Lynn indicated that she had also been watching prices on digital photo frames to display pictures at the booth. Linda suggested possibly securing a laptop to display the photos as there may be some issues with the digital frames. Sandy suggested the photos be placed on the website and also have something at the conference. Ken indicated that he would bring a laptop to the conference to display the pictures at the conference or George or Patty may be able to supply one. Mary Lynn indicated that she had a conversation with Barbara Everly and would like to set up an interview as part of a series of past president interviews. Mary Lynn asked if there is anyone who might be able to video tape the interview. Mary Lynn suggested a history link on the website to go back and look at previous conference photos and classes. Mary Lynn is also asking the membership to send in any previous conference material that they might have available.

Florida Conference

There is now a signed contract with the Vinoy. The government rate next year will probably be about \$110.00 a night. The Vinoy looks like a great venue for the conference in 2009. The conference will be held 6/29/09 - 7/2/09.

Gallagher

Ken indicated that he met with Dave Brown and John Evans of Gallagher. They recently delivered a class in New Mexico. The life insurance program is probably going to be bigger than anticipated. It appears to be a better program than FEGLI. It will be available May 1. There are 9800 enrolled in long term disability. Linda asked if we know how many claims have been made against the long term disability coverage. Kathy will check with Gallagher for that information. Ken indicated that he was able to negotiate a higher percentage of the royalty for NCBC due to the fact that Gallagher will now also receive royalties from the new life insurance program.

****There was an email vote made to allot Ken additional funds to attend the NACM conference. A Motion is made by Jerry Truitt to allot additional funds for the NACM conference. Monica Menier seconds.**

The Motion is approved by the board with no objections.

Miscellaneous

Sandy indicated that Eric Harder, the NCBC webmaster, has been doing a great job of putting everything together. Jerry mentioned that we should honor Eric with an award at the conference.

Linda asked if Ken had a copy of the awards categories. Ken indicated that they were contained in the By-Laws. Milton indicated that he had the information from when he previously served on this committee and would forward it to Linda. Previous award recipients are also located on the website.

The next meeting will be held on Thursday March 27, 2008 at 12:00 CST.

Meeting adjourned at 1:57 CST.

Respectfully Submitted

Trisha A. Harrington, Secretary