

# **FCCA MEETING MINUTES**

## **Board Meeting - Thursday, April 26, 2001 (telephone)**

The Board meeting was called to order by President Sam Hamrick at 1:00 PM (EDT) on Thursday, April 26, 2001, via telephone conference call.

Those present: Sam Hamrick, President; Betty Jackson, Treasurer; Corrine Szalay, Historian; Sheila Beauchene, Secretary; Circuit Representatives: Eileen Levine-2nd Circuit; John Zingo-3rd Circuit; Judy Shelton-4th Circuit; Linda Lee-5th Circuit; Sharon Howard-6th Circuit; Norb Jaworski-7th Circuit; Michell Valentine Smith-8th Circuit; Ian Keye-9th Circuit; Jenine Wright-10th Circuit; Raymond Waguespack-11th Circuit; Betsy Paret-National; Nadine Smith-Deputy Clerks' Council Chair; Geri Smith, Ronnie Adamo, Theresa Rocco, John Brlecic, from U.S. District Court, Cleveland, Ohio; Cam Burke-District of Idaho; and Anne Kuschel, District of North Dakota.

### **Approval of Meeting Minutes:**

Minutes from the Board meeting held January 13, 2001, in Nashville, Tennessee were previously distributed and have been posted on the FCCA web site. Nadine Smith moved to approve the minutes as submitted. Judy Shelton seconded the motion. Minutes approved.

### **Treasurer's Report:**

Treasurer Betty Jackson distributed the Treasurer's reports which include: Second Quarter, FY 01 Report, dated March 31, 2001 and the Statement of Receipts and Disbursements for the Second Quarter, January 1, 2001-March 31, 2001. Ms. Jackson noted \$27,385 in membership dues have been received; monies have been transferred from the checking account to the savings account recently, and a Certificate of Deposit was purchased and will mature in September 2001. This interest earned was transferred to the savings account. Treasurer's Reports will be filed for audit.

### **FY 2001 Audit:**

Finance Chair John Zingo submitted written report to Board members. He noted that all records matched the information he received and reviewed. Linda Lee moved to approve the audit as submitted. Michell Valentine Smith seconded the motion. Motion carried and Audit Findings approved.

### **Annual Conference Reports:**

Ms. Geri Smith reported 134 registrations for the Cleveland conference have been received (69 FCCA/65 NCBC). The hotel rooms are almost all reserved, but they do have three other hotels available for overflow at the same government room rate. They have 13 vendors to date, and they are optimistic about securing more vendors and anything the Board can help in this regard would be appreciated. The FCCA Foundation has raised a little over half of the monies promised for the conference.

Ms. Smith advised the Board about the issue of providing complimentary tickets for the social events for the representatives from the AO and the FJC for the conference. Ms. Emily Heubner from the FJC telephoned Ms. Smith about the issue. Ms. Smith discussed this with NCBC, and NCBC has agreed

to split the costs of the President's reception and the Closing banquet for these representatives. The total for this is \$810. Mr. Burke suggested FCCA comp all social events. Discussion held. The Board members noted that the FJC and the AO are very supportive of our organization, and we appreciate all they do for our membership. Corrine Szalay moved FCCA compensate all the social events for the AO and FJC representatives for the Cleveland conference. Norb Jarowski seconded the motion. Motion carried. This would include the President's reception, Rock N Roll Hall of Fame, and the Closing banquet. If NCBC does not approve to share the cost of the Hall of Fame, FCCA would cover this cost. Ms. Smith expressed her appreciation to the Board for this motion and the approval of the same. She will relay this information to Ms. Huebner and the Administrative Office.

Ms. Smith advised there are still tickets available for the baseball game on Wednesday, August 1<sup>st</sup>. You can send in your check for the tickets separately from the registration fee. Ms. Smith requested all circuit representatives get the word out to all the district representatives about the conference, market the conference web site, and encourage early registration. Mr. Hamrick noted he will be in Cleveland in the near future and will be meeting with Ms. Smith and the Cleveland conference committee. Mr. Hamrick and Ms. Smith complimented the Cleveland Conference Committee members for all their hardwork, and their enthusiasm in planning this conference has been wonderful.

#### **Portland 2002 Conference:**

Sam Hamrick reported on behalf of the Portland Clerk's Conference and indicated he has talked to Chief Deputy Rob Walch. The Portland conference committee is in the process of opening a bank account for the conference and their planning is underway.

#### **Orlando 2003 Conference:**

Mr. Hamrick sent a letter to Clerk Sheryl Loesch in Orlando, Florida, regarding the Orlando 2003 Conference. Ms. Loesch has also been sent a Conference Guideline Notebook by Linda Lee. Ms. Lee reported the Orlando Conference Committee has secured a hotel on Disney property, which will include reduced rates for the theme parks and they are looking into securing a "behind the scenes" tour of NASA. The proposed dates for the conference are June 22-26 or July 13-17, 2003.

Ms. Lee reported the hotel in Orlando could accommodate the Board for the January 2002 Board meeting, the rates would be \$115 per night, with 11 percent tax. The meeting room would be complimentary if we reserve and book 20 sleeping rooms. The Board will make this decision at the July meeting in Cleveland.

#### **Membership Committee Report:**

Lance Wilson was not available for the Board meeting, however, he submitted a report to Sam Hamrick. Mr. Wilson is planning to work on the FY 2002 membership drive at the Cleveland Conference. Mr. Wilson proposed a raffle for those who join FCCA during the Conference. The Board enthusiastically endorsed this idea. Ms. Lee moved that the Board endorse the Membership Drive campaign and approve monies not to exceed \$350 for Mr. Wilson and his committee to go forward with this proposal. Corrine Szalay seconded the motion. Motion carried.

**FCCA National Focus:**

Mr. Hamrick reported NACM has invited FCCA to participate in their annual conference to be held in New Orleans in July. Joe Haas agreed to attend, and Mr. Hamrick recommended FCCA pay for his travel and hotel expenses. Mr. Burke noted FCCA should extend an invitation to NACM to attend the FCCA/NCBC conference this summer and to pay for the registration fee for their President. Mr. Jaworski advised the Board he will be attending this conference. He also commented that NACM is an outstanding organization and he has been to several conferences. A request was made of Mr. Jaworski to attend the conference and represent FCCA. Corrine Szalay moved Norb Jaworski represent FCCA at the NACM conference this July. John Zingo seconded the motion. Motion carried. Corrine Szalay moved that we invite the NACM president to the FCCA/NCBC conference this year and comp the registration fee. Linda Lee seconded the motion. Motion carried.

**Probation/Pretrial Organization:**

Mr. Hamrick commented on this issue and the matter will be tabled at this time.

**FCCA Membership Survey:**

Mr. Jaworski expressed his appreciation to the committee for their work regarding the membership survey. Discussion held regarding the survey. The Board noted the job titles of those who complete the form is a necessity. The survey could include pre-defined job duty selections, which will make the data easier to collect. Mr. Zingo moved the signature could be optional on the surveys, and the survey be published in the *Journal*, distributed at the Cleveland conference, and also included on the web site. Raymond Waguespack seconded the motion. Motion carried. Completed surveys to be returned to Secretary Sheila Beauchene. Mr. Hamrick thanked Mr. Jaworski and his committee for their fine work on the survey.

**Other Business:**

Cam Burke inquired as to possibly posting the FCCA *Journal* on the web site and members could have a password to access the publication. NCBC has already done this with their publication, and it seems to work well. Sam Hamrick noted the editors for the *Journal* are looking into this option.

Next Board meeting: Tuesday, July 31, 2001, at 1 PM (EDT), Cleveland, Ohio. (Meeting room to be announced)

Attachments:

1. Minutes, 1/13/01 Board meeting
2. Treasurer's Reports - FY 01, Second Quarter
3. Audit Results for FY 2000
4. Update from Cleveland Conference (dated 4/25/01)

Respectfully submitted,

Sheila Beauchene, FCCA Secretary

5/1/2001