

FCCA MINUTES
Board Meeting Teleconference Call
Wednesday, April 28, 2004

The meeting was called to order at 3:00 PM (EST) by President Jeff Apperson on Wednesday, April 28, 2004 by teleconference call.

Those present: Jeff Apperson, President; Elizabeth Davis, Secretary; Joe Haas, Immediate Past President; Betty Jackson, Treasurer; David Stechmann, Historian. Circuit Representatives: Maria Carpenter, Second Circuit; John Zingo, Third Circuit; Judy Shelton, Fourth Circuit; Sue Rigan, Sixth Circuit; Susan Kern, Eighth Circuit; Marianne Matherly, Ninth Circuit; Jenine Wright, Tenth Circuit; Yvonne Goodloe, Eleventh Circuit; Ann Stygles, DC Circuit. Committee Chairs: Bill McCool, Clerk's Council; Cris Beeman, Deputy Clerk's Council.

Annual Conference

Ms. Beeman reported the conference attendance figures thus far were impressive. There are enough room nights reserved at the Sheridan Anaheim Hotel to meet the hotel's minimum requirements. As such, the FCCA will not be charged for certain rooms to be used for the conference. Ms. Beeman also reported on behalf of Dr. Maureen Conner, Director of the Judicial Administration Program at Michigan State University. According to Ms. Conner, over 130 applications for the program have already been received, which is considered "phenomenal." Ms. Beeman believes it to be the biggest draw to the conference. As many as 150 conference attendees are expected to enroll because of the Judicial Administration program. This clearly demonstrates the need for such a program, as well as FCCA's support and commitment. Mr. Apperson said the Board must be committed to a minimum of 5 years support for the educational components of the program so that FCCA members can attend future conferences and have the opportunity of earning a Masters Degree.

Ms. Beeman noted we will need extra classrooms to hold approximately 150 people per class. Mr. Stechmann questioned who would be responsible for certifying the members' attendance in the Judicial Administration educational classes, stating the Host Court should not be responsible for keeping track of those enrolled in the program. Mr. Apperson reported the NCBC hired Dr. Conner at a low cost to keep track of attendance and certification at the NCBC conferences. Applications and enrollment fees for the Judicial Administration program are administered by MSU officials, and Dr. Conner will be present in Anaheim to provide oversight. He suggested members of the FCCA's Educational Committee could volunteer assistance, if needed.

Ms. Beeman concluded by stating her Clerk, Ms. Sheri Carter, worked very long and hard as Host Clerk to assure the educational components of the Conference meet the caliber of a college education. She stressed the importance of having the FCCA Board and Michigan State University to continue the program for years to come. On a side note, Ms. Beeman reported one class on Human Resources has been canceled and will be replaced with a class on Procurement. She will see

to it that the web site is updated accordingly.

Regarding the Chicago Annual Conference in 2005, Mr. Haas made a motion to advance \$500.00 to Mr. Ken Gardner as Host Clerk, to assist with developmental issues. Mr. Zingo seconded the motion. The motion was unanimously approved.

Web Site Development

Mr. Apperson and Ms. Carpenter reported the web site development is going along well. They will continue to work with Ms. Linda Wade and they expect it will be completed soon. Mr. Stechmann reported he is collecting vast amounts of information for the Historian's section and he continues to solicit input from members and Committee chairs. Everyone agreed the new web site is impressive.

Nominations and Elections

Mr. Apperson reported the following elections for Circuit Directors were not contested: Second Circuit, Ms. Maria Carpenter; Fourth Circuit, Ms. Betsy Paret; Sixth Circuit, Ms. Sue Rigan; Eighth Circuit, Ms. Susan Kern; Tenth Circuit, Mr. Ralph Deloach. A nomination was submitted for Ms. Bettina (Elizabeth) Guerre for the DC Circuit. Ms. Stygles reported she also was nominated for the DC Circuit. Mr. Stechmann was the only nominee for Historian and there were no nominees for Treasurer. Mr. Apperson stated Ms. Le Kelleher, Chair of the Elections Committee will not be able to attend the Conference. Instead, Ms. Amy Hickox and other Committee members will run the Conference election. He further reported the absentee ballots will be in the next issue of the Journal and that they will count at the conference election. If however, there is a run-off election following the general election, then the absentee ballots will not be counted in the run-off election only.

Awards

Mr. Apperson reported there were five nominees for the Dwight D. Opperman Public Service Award and, of those, two were selected as winners. The two nominees who were not selected as winners will be recognized with a certificate. There were no other nominations received to-date for the Ross Levy Award or the Angie Award. Ms. Rigan reported there was a nomination for the Special Service Award that she will submit on behalf of the committee to Mr. Apperson for his approval.

Ms. Rigan reported the Awards Committee suggested the Board adopt a standardized deadline for submitting all nominations for all awards, including Special Service, Dwight B. Opperman, Ross Levy, and Angie Awards. The proposed deadline is April 10. This will greatly assist the awards information gathering process and assure preparedness for future annual conferences. The Board agreed and the standardized date is adopted.

Mr. McCool reported Mr. Walter Chinn, Clerk of Court in Hawaii, will be retiring this year. Mr. Chinn hosted the FCCA Annual Conference twice and this year will be his last Conference. He

is currently the oldest active Clerk in the country. Mr. McCool requested the FCCA recognize Mr. Chinn for his dedication to the FCCA. Mr. Apperson agreed and will present him with a certificate of recognition at the Conference.

Mid Year Site Selection

Ms. Shelton reported there were two sites being considered by the Site Selection Committee for the 2005 mid year meeting, San Francisco and San Diego. Mr. Apperson noted Mr. Sam Hamrick, former FCCA President and Clerk of Court in Southern California (San Diego) is very eager to host a mid year conference, although San Francisco would be an excellent site as well. The matter will be discussed at the Board Meeting in Anaheim, which will allow the Committee to prepare a cost analysis in advance of the meeting.

Possible By-Law Change - Commercial Memberships

Mr. Apperson stated we have registrants at the conference that are commercial in nature, such as vendors who do business with the FCCA and/or the courts. But in order to be registered for the conference, one must be a member of the FCCA. Therefore, the By-Laws allow for commercial memberships. He requested the Board consider whether to continue to allow vendors to become commercial members and then register for the conference. He suggested the Board consider the appropriateness of these "commercial memberships," especially with respect to those vendors who do business with the Courts. At this time, he is not recommending a change in the By-Laws. Instead, he would like the Board to contemplate the issue and be prepared to discuss it further at the Board meeting in Anaheim.

FCCA Journal

Mr. Apperson mentioned the possibility of issuing an electronic *Journal* in place of a paper *Journal*, or some combination thereof, to help cut costs. Some members however, raised caution as to the effect of eliminating what some consider to be the most tangible membership benefit. On the other hand, the money saved could help fund other valuable programs. Mr. Apperson suggested we discuss further the cost and benefits of alternative *Journal* distribution at the Board meeting in Anaheim.

Minute Approvals

Ms. Kern presented a number of proposed changes to the second draft of minutes of the Mid-Year Board meeting held on January, 17 2004. Ms. Goodloe made a motion to approve the minutes subject to those amendments. The motion was seconded by Ms. Jackson. The motion was unanimously approved.

Mr. Stechmann made a motion to approve the minutes of the teleconference Board meeting held on February 27, 2004, prepared by Ms. Rigan. Ms. Carpenter seconded the motion. The motion was unanimously approved. Some members requested Ms. Rigan distribute those minutes again to all Board members, and Ms. Rigan agreed to do so.

Other Business

Lanyards: Ms. Wright reported if all the FCCA lanyards are sold at \$5.00 each, we will make a profit of \$615.60. If anyone would like to order lanyards in advance, they may contact Ms. Wright.

Blood Drive: Ms Carpenter reported she will send out a reminder for everyone that the deadline is April 30.

Historian: Mr. Stechmann reported he is compiling a list of all past FCCA Presidents, all past conference sites, and all past Host Clerks. He would also like to include all past Committee chairs and Officers. Anyone with information should contact Mr. Stechmann.

Membership: Ms. Jackson reported on behalf of Ms. Twiford that our membership is at 971 Deputy Clerks, 57 Clerks or Unit Executives, and 58 Chief Deputies or other Court Executives. Ms. Jackson mentioned not one check was returned for insufficient funds, which is commendable. She asked that the Board share her gratitude with their District Representatives.

Retired Board Members: Mr. Apperson suggested we may need a change in the By-Laws to make it clear that retired court employees who wish to remain on the FCCA Board may do so with full voting privileges. This issue arose because Ms. Nancy Hermer, Fifth Circuit Representative, retired from the courts while still in office as an FCCA Board member, and she wishes to remain on the Board to finish her term. Mr. Apperson suggested we discuss this further at the meeting in Anaheim.

Treasurer: Ms. Jackson reported she will submit the Treasurer's Report prior to the Anaheim conference.

The meeting adjourned at 4:00 PM, E.S.T.

Respectfully submitted,

Sue Rigan
Sixth Circuit Representative, Acting Secretary
June 10, 2004