**NACOLE Board Meeting Conference Call**

**Wednesday, February 13, 2019**

**Minutes**

10:04 AM eastern time: Brian Corr called the meeting to order.

**Roll call**

Present: Cathleen Beltz, Brian Corr, Florence Finkle, Anthony Finnell, Margo Frasier, Gia Irlando, and Avice Reid

Staff present: Camme McEllhiney, Liana Perez, and Michael Vitoroulis

Absent: Willie Bell, Mickey Bradley (notified in advance), Susan Hutson (notified in advance), and Janna Lewis

**Check-ins**

1. Board members discussed relevant events in their lives, since the mid-winter board meeting in Detroit.

**Minutes**

1. Frasier moved to approve the minutes of the mid-winter board meeting, February 1-February 3, 2019, which Reid seconded. Unanimously approved.

**Revision of 2019 Budget**

1. Frasier and Perez reported that due to an Excel formula error, we inadvertently voted on a 2019 budget, in deficit by $12,500.
2. The board make adjustments to expected annual conference revenues and training income and eliminated the expense of the contingency fund.
3. Frasier moved to approve the 2019 budget, which Finnell seconded. Unanimously approved.

**Mid-year Board Meeting**

1. Through Doodle poll, have not yet found a date for mid-year board meeting when everyone can attend.
2. The board determined, without a vote, to proceed to plan a mid-year meeting for the weekend of June 7-June 9; Finkle and Reid will not be able to attend. The only other date where a majority could attend is the weekend of May 31-June 2, but Corr cannot attend.

**Mid-year Board Meeting Follow-up To-do List**

1. Peer support update
2. Issue RFP for software program to support CPO program, CLE, and membership
3. Academic symposium
	1. TES to follow-up with Michele Deitch
	2. If Austin falls through, Corr will touch base with Professor David Harris at University of Pittsburgh School of Law
4. Protocols for NACOLE response(s) to requests for NACOLE letters of support/assistance
	1. Irlando provided draft to Corr and McEllhiney prior to the meeting
	2. Irlando to email draft to board
5. Consider changing CPO program fees and conference registration fees (see modified 2019 budget discussion above)
6. Fundraising Working Group to draft RFP for assessment of fundraising strategy and monetary potentiality
7. Election and Bylaws Committee to report in writing (including the committee’s reasoning), a) the need, if any, for the bylaws’ “purposes section” to be amended in light of the adopted “goals section” of the Vision, Mission, and Values Statement and b) whether the “mission section” of the Vision, Mission, and Values Statement should be included in the bylaws
8. Finance Committee will identify best practices on reserves and level of reserves and desirable financial positioning for NACOLE
9. Irlando to draft message to membership requesting feedback on Vision, Mission, and Values Statement
10. Corr to follow with Perez and Beltz regarding current policies and what, if anything else we need, regarding staff grievances

**2019 Annual Conference Update**

1. McEllhiney reported that the Annual Conference Committee has not yet approved and finalized conference schedule. Deadline for doing so is February 28, when letters will go out to those who submitted proposals.

**Committee Reports**

1. Corr followed up with Syracuse and Knoxville, jurisdictions that contacted him regarding for support, during the winter board meeting. Both jurisdictions really just wanted to talk out issues with Corr.
2. Irlando discussed Tulsa, OK, which reached out to Denver OIM for assistance. Irlando thinks this should be a NACOLE function rather than the function of an individual oversight agency. NACOLE should consider creating a stock letter offering support and consulting services/training.
	1. McEllhiney has established a relationship with DOJ Community Relation Service, which may lead to DOJ and NACOLE working collaboratively to provide assistance (for a fee) to jurisdictions exploring citizen oversight.
	2. McEllhiney and Perez will discuss consulting services/training and provide a proposal for the board.

**Adjournment**

Corr adjourned the meeting at 11:16 AM eastern time. Next meeting is 3/13/2019, 10AM eastern time.