**NACOLE Board Meeting Conference Call**

**Wednesday, April 22, 2020**

**Minutes**

At approximately 3:07 p.m. ET, Susan Hutson called the meeting to order.

**Roll call**

Present: Willie Bell (left the call early at an unknown time), Cathleen Beltz, Mickey Bradley, Brian Corr, Florence Finkle, Anthony Finnell, Margo Frasier, Susan Hutson (left call at 4:25 p.m.), Gia Irlando, and Janna Lewis

Staff present: Camme McEllhiney and Liana Perez

Absent: Clarence Vaughn

**Approval of minutes**

1. Corr moved to approved the minutes of the April 8, 2020 board meeting, which Lewis seconded. Unanimously approved.

**Staff Reports**

1. Short-term priorities (April-June)
   1. Repurposing annual conference sessions for webinars: McEllhiney is in the process of sending out emails to presenters and shepherds regarding webinar dates and upcoming due dates.
      1. Thus far, no one has balked at webinar dates.
      2. McEllhiney plans to prepare a how-to-guide for presenters regarding use of webinar tools.
      3. The Annual Conference Committee is still considering whether we want a keynote speaker. The board discussed issues involving whether NACOLE risks inundating members and others with too many webinar presentations.
      4. The committee has discussed having virtual social hours and using Slack for our sessions, which the committee plans on examining.
      5. McEllhiney reported that she and Perez are contemplating $10 per webinar or $300 for all annual conference webinars. The board discussed issues relating to the pricing proposals. A decision on pricing must be made by the end of the next board meeting. The plan is to offer registration on or about May 18, 2020. The Finance Committee, the Annual Conference Committee, and the staff will put together different pricing options by the next board meeting for consideration, discussion, and approval.
   2. Cvent update: Perez reported that Cvent has reneged on its original agreement to extend our contract by a year (the individual who offered this in an email did not have the authority to do so). In order to obtain an extension, Cvent now seeks additional conditions, which McEllhiney and Perez are reviewing.
   3. Regional roundtables: McElliney reported that NACOLE just completed five virtual, regional roundtables. McEllhiney recommended that NACOLE pay $14.95/month for a Zoom account. The board discussed video issues and the staff will investigate Go-To-Meeting vs. Zoom options.
      1. One downside of these roundtables is that their success hinge on the number of individuals participating.
      2. McEllhiney also raised the idea of creating thematic roundtables, e.g., community outreach (rather than just regional roundtables).
   4. Peer support program launch: Irlando indicated that this program is almost ready to go and that the virtual roundtables are related to the entire concept of the peer support program.
      1. Perez reported that a subcommittee of the Membership Support and Advocacy has reviewed all the documents related to this program and is working on the participant questionnaires. The committee has not yet finalized messaging for the program.
      2. Irlando said that the committee is considering a “soft launch” with the 35 individuals who came to the after-hours roundtable about the program at the last annual conference.
      3. Irlando and Perez plan to provide all the committee-finalized materials to the board for final-tuning feedback.
   5. McEllhiney and Beltz discussed the free webinar that will take place regarding jail/prison release advocacy and the role of oversight, on April 29, 2020, at 9:00 a.m. PT. McEllhiney is also trying to plan another free webinar the following week on police oversight during the pandemic.
   6. McElliney reported that she has never received so much unsolicited positive feedback on training, webinars, and membership support, and that it’s important that NACOLE continue providing content and peer support.
2. Medium-term priorities (July-September)
   1. Membership renewal campaign: Perez reported that she completed sending out the membership renewals and the immediate response has been quite positive, including amongst organizational renewals.
      1. Perez got feedback from one organization about offering multi-year renewals. (McEllhiney added that we might want to consider allowing individuals to register in advance for the 2021 conference, before budgets are decimated.)
      2. Perez is also planning on pushing memberships for those enrolled in the CPO program and those who use the NACOLE website
   2. Fundraising: Perez and Reid have not yet connected.
   3. CPO updates: McEllhiney raised the issue of waiving in-person attendance requirement for those interested in the CPO program. Finkle recommended that NACOLE not make an exception for the CPO program and that purchase of the package (for all webinars) constitutes attendance at the conference. The TES Committee will take a look at this (though the committee just met yesterday). Finkle, Lewis, and McEllhiney will discuss off-line.

**Committee Reports**

1. Election and Bylaws Committee (Finnell):
   1. Elections: The committee will be meeting next week.

**Adjournment**

1. Frasier adjourned the meeting at approximately 4:58 p.m. ET. The next board meeting will take place on May 13, at 10:00 p.m. ET.