



MINUTES
BOARD OF DIRECTORS MEETING
January 12, 2022

Present (via Google Meets): Margie Marker, Courtney O’Hara, Irene Osei, Paula Kupstas, William Shackelford, Susan Umidi, Joyce Walsh, and Joyce Martin

* **Welcome and Introductions**

Susan Umidi and Marjorie Marker called the meeting to order at 10:30 a.m.

* Previous minutes were approved with a motion by Joyce Martin and a second by Susan Umidi.

* Joyce Martin presented the Treasurer’s Report.

* Discussion took place regarding potential new board members. Paula Kupstas graciously agreed to temporarily assist with secretary duties for Courtney O’Hara, and Judy Hackler graciously agreed to partner with Courtney with Eventbrite.

* Margie Marker noted that a future board retreat would be in order after our conference to discuss our mission, membership, and membership dues along with software that would allow us to monitor membership.

* Margie Marker led a discussion on changes to the by-laws. All changes were agreed upon, and the by-laws will be presented at the conference business meeting.

* Joyce Walsh applied for a grant from DCJS for our upcoming conference. We should hear soon as to the status of the request. Joyce has also completed the application for law enforcement CEU’s for the conference.

* **Annual Conference Committee**

Joyce Walsh and Susan Umidi reported on their recent visit at the Kingsmill. The venue agreed to ask staff working with us to wear masks and will accommodate social distancing. They will provide take out containers for those who wish to eat outside or

take a meal to their rooms. The venue will also look at providing sneeze guards for the buffet and provide servers at the buffet.

Paula agreed to be the contact person for sponsors.

Individual board members will reach out to speakers that each member confirmed. Irene Osei graciously agreed to be the contact person for speakers after they are confirmed.

A discussion took place regarding COVID precautions for the conference. It was agreed that we would require and provide masks (consider N95 and KN95) and require all participants to wear a mask. Since they are masked, we will not require vaccinations.

Helen Napps Award – Courtney, Margie and Joyce Martin will send out notification for nominations for this year's conference.

Susan Umidi will contact scholarship recipients to determine if they will still be attending the conference for 2022.

Margie will update the flyer to be used for the kick off outreach for the conference and to reach out to speakers, sponsors, vendors, etc.

- **Executive Committee** – No formal report.
- **Finance** – No formal report.
- **Work Group** – No formal work groups are meeting at this time.

Meeting was adjourned at 12:00 p.m.

Next Meeting:

March 9th, 2022