

AFCC Texas Chapter Board of Directors Meeting
Montgomery County Courthouse
359th Judicial District Court Jury Room
207 W. Phillips, Suite 305, Conroe, Texas 77301
May 7, 2010, at 12:30 p.m.

Minutes

I. Meeting Call to Order at 12:44 pm

Present – Louise Lee McEvoy – President
Martha Musselman – Past President
Stephanie Hall – Director At-Large
Trevor Townes – Treasurer
Judge Hamilton – Director At-Large
Mardi Winder-Adams – Secretary

Conference Call - Anita Stuckey – Director At-Large
Mary Fogel – Director At-Large
Leslie Smith – Member
Jack Bannin - Director At-Large
Donna Cox - Director At-Large
Janet Denton - Director At-Large

Absent – Janet Heppard – President Elect
Deborah Cashen - Director At-Large

II. Old Business

A. Minutes from 01/08/10 Board Meeting– Mardi Winder-Adams (**voting item**)

- page 2 caters changed to caterers, Section C AFCC scholarship corrected to indicate \$275
- Motion – Trevor Townes Seconded – Stephanie Hall
Approved

1. 2009 Annual Chapter Report – Louise Lee McEvoy

- Was due on March 1st, 2010 used Survey Monkey format
- Louise Lee McEvoy asked Jack Bannin how to post annual report to the website. Will be put in PDF form by Louise Lee McEvoy then emailed to Jack Bannin and he will post on website
- Anita Stuckey suggested a summary report to be prepared and placed on the website.
- Louise Lee McEvoy will send PDF copy of the Survey Monkey format to everyone on the board for feedback, then convert to word if necessary for website.

III. New Business

A. Committee Reports and Assignments

1. Finance/Treasurer's Report - Trevor Townes

- Balance in checking account of \$24,177.62 including a deposit of a Certificate of Deposit that matured plus additional outstanding conference dues received from the 2009 conference. Bexar County may still have one registration outstanding.
- Old account transferred from Patricia Barrett to Trevor Townes so there was some double billing for fees on the account. Trevor Townes obtained partial credit refund
- Trevor Townes would like to look for new vendor to save money and to also to work with PayPal for upcoming conference registration.
- Discussion of maintaining a saving account that requires a minimal balance of \$1000. Martha Musselman motioned that all business be conducted out of a checking account with the savings account to be closed.
Trevor Townes seconded. Approved
- Discussion with Board agreeing that Trevor Townes should continue investigating other merchant services. Janet Denton to provide information on service provider.

2. Conference Planning Coordinating Committee - Louise Lee McEvoy

- a. 2010 Conference Update
 - Call for presenters has been sent out. Themes of the presentations are to focus in on how to keep kids out of the middle of legal issues.
 - Judicial panel - PC and PF information, mediators, parent educators, attorneys, etc should all be represented
 - Hotel room block secured at the Hilton on campus
 - Barbara Stalder and Judge Hamilton to focus in on the silent auction
 - Louise Lee McEvoy is requesting ideas on plenary sessions and speakers
 - Timeline – June 2010 the program will be finalized
 - July 2010 brochure developed and to be out in August
 - Trevor Townes will research online options for payment (PayPal etc)
 - Presenters, students and board of directors will all pay \$100 rather than full conference fee.
 - Jump drive options– Janet Denton, Jack Bannin and Stephanie Hall will provide information to Louise Lee McEvoy within 2 weeks for possible providers and costs
 - Louise Lee McEvoy needs help with getting CLE hours with the State Bar. Martha Musselman will investigate how to get the CLE's. Stephanie Hall indicates that State Bar has changed how things are approved and so the process has to be started early.

- Aaron Robb is not able to do CEUs. Janet Denton and Leslie Smith will coordinate and apply for CEUs.
 - Ideas for keynotes/plenary sessions email to Louise Lee McEvoy
 - b. Future conference dates – discussion
 - October 15, 16 for 2011 may not be a good date due to conflicts with other issues and parent organization conference.
3. Membership/Education - Louise Lee
- a. New Chairperson
 - Louise Lee McEvoy to give Mardi Winder-Adams template and list of names of lapsed members. Mardi Winder-Adams to contact these members.
 - Current membership at about 150 people.
4. Publications - Jack Bannin
- a. Newsletter – to come out this weekend
 - b. Webpage cleanup – 90% usage rate almost met so Jack went in and deleted old files that were not used or linked.
 - Louise Lee McEvoy reminded board that any interesting stories or articles can be forwarded to Jack at any time
5. AFCC Chapter Council Update
- a. Louise Lee (through 06/30/10)
 - b. Janet Heppard (07/01/10 through 06/30/11)
 - Large number of workshops in Denver. Parent organization is encouraging all chapters to contribute \$275, has been done by Texas AFCC
 - Mentoring program to be started in Denver.
 - Chapter events should not be scheduled within 45 days of big conference and 14 days of the smaller fall parent organization conference. Conflicts must be discussed with the parent organization.
 - Anita Stuckey or Janet Heppard to attend the chapter meeting in Denver.
6. Nominations – Louise Lee McEvoy

would need to know who would have control of the mailing list and if it would possibly become part of larger databases that could be used by other groups. Judge Hamilton to look into how membership information can be protected and what guidelines are in use by other organizations. Will be reported back in July meeting.

- IV. Next Meeting – Friday, July 30, 2010 at 12:30 p.m.; Parenting Partnerships office in Houston, Texas
 - Anita Stuckey will set up conference call.
- V. Adjourn – 2:00 pm