

**WISCONSIN CHAPTER OF THE ASSOCIATION OF FAMILY AND  
CONCILIATION COURTS**

**MINUTES OF THE FEBRUARY 8, 2016 MEETING OF THE EXECUTIVE COMMITTEE  
MEETING HELD VIA TELECONFERENCE**

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**The meeting was called to order at 12:02 p.m.**

**Officers Present: Lynn Galbraith-Wilson, president; Beth Huebner, president-elect; Josie Cusma, vice-president; Korey Lundin, secretary; Christine Knudson, Treasurer**

**Officers Absent: Carlton Stansbury, past president**

**Others Present: Dolores Bomrad**

Meeting Notice: Proper Notice of the Meeting was given on January 26, 2016. A quorum was present.

1. Approval of Minutes: Executive Committee Meeting Minutes from August 9, 2015 were distributed with the Agenda prior to the meeting and approved at the meeting.
2. Updates:
  - a. Transition of offices and Records. Korey is taking over as secretary from Josie; Christine is continuing on as treasurer. Josie has sent out Dropbox invites and will be cleaning up/organizing the files in the Dropbox. Lynn has signed the chapter charter and will be sending to Josie. Action item: Annual Report is due in March; Lynn will take the lead in ensuring the report is submitted.
  - b. Newsletter Editor. Patrick Kane has resigned as editor of the newsletter. Action Item: Lynn will send an e-mail to chapter members and the board seeking new editors before the March 3, 2016, board meeting.
  - c. Membership Committee Chair. Discussion was held regarding Graham Wiemer replacing Korey as chair of the membership committee due to Korey becoming secretary. Korey has already

discussed with Graham what his role might be as committee chair. Action items: Lynn will contact Graham to discuss whether he would be willing to serve as chair. Korey will send Lynn list of members of the membership committee.

- d. Program Committee Chair. Discussion was held regarding replacing Beth as the chair of the Program Committee due to Beth moving from president -elect to president in 2017. Discussion was held regarding whether there should be one chair or a co-chair. Suggestions for the chair were Sally Ann-Danner or Kylee Ernst. Action item: Beth will contact Sally to see if she would be interested in serving as chair/co-chair; if not will contact Kylee. Beth also provided an update on the following items:
  - i. Fall training – date is set for September 16, 2016
  - ii. Traveling “road show” – Video is ready to go, but waiting for updates from possible presenters.
  - iii. Parenting committee – waiting for update from Kathy Criss and looking for co-chair
  - iv. Daubert committee – a chair for this committee will be needed and this will be discussed at the upcoming board meeting
- e. Treasurer’s Update. Christine updated the committee on the status of the chapter’s finances. Due day for 990 form is May 1, 2016. 2016-17 budget has been approved. Discussed was held regarding the authorized signers for the chapter’s bank accounts. Currently Carlton and Christine are the only authorized signers. The recommended policy was that the authorized signers should be the chapter president, the immediate past-president, and the treasurer.
- f. Annual Membership Meeting. June 17, 2016, at the Water Street Brewery is the date set for the annual membership meeting. Lynn will discuss planning with Graham.
- g. Retention of members. Discussion was held of the list of recent members who have dropped off from the chapter. Lynn will contact these former members.
- h. Annual Educational Event. Beth provided an update on the annual educational event, set for September 16, 2016, at the

Country Springs Hotel in Pewaukee. Ben Garber is set as the main speaker and travel arrangements have been made. Beth will be looking into potential co-sponsors for the event.

- i. AFCC Regional Meeting. Discussion was held regarding the upcoming Regional Meeting on November 2-4, 2017, at the Hyatt Regency in Milwaukee. The planning committee is Dolores Bomrad, Carlton Stansbury, Peter Salem, Natalie Fleury, and Andrea Schneider. Lynn and Beth will likely be involved down the road in planning too. Originally the planning committee discussed an ADR summit, but will be looking into alternative topics.
  - j. AFCC Annual Conference in Seattle. Discussion was held regarding distribution of a \$300 certificate to cover a portion of the registration fee. Further discussion will be held at the upcoming board meeting regarding choosing the recipient.
  - k. Website. Discussion was held regarding someone joining Josie to work as a co-chair for the website. Preferably the co-chair would be someone with an interest in web design, etc. Lynn will put out a call to members for co-chairs to assist Josie.
3. Other items. Beth will follow up on insurance for the chapter.
4. Actions Taken:
- a. Annual Report is due in March. Lynn will be responsible for submitting.
  - b. Newsletter editor. Lynn will send e-mail to members soliciting potential new editor.
  - c. Membership committee. Lynn will contact Graham regarding taking over the chair of membership committee. Korey will send Lynn current list of Membership Committee members.
  - d. Program committee. Beth will contact Sally and Kylee regarding taking over the chair of the program committee. (
5. Next meeting will be scheduled at a later date.
6. Meeting Adjourned at 1:15 p.m. Respectfully

Submitted: Korey C. Lundin, secretary