



**THE WISCONSIN CHAPTER OF THE ASSOCIATION OF FAMILY AND
CONCILIATION COURTS (AFCC)
MINUTES OF THE EXECUTIVE COMMITTEE MEETING**

March 13, 2019 @ 12:00 Noon

Telephonic Meeting

Officers present:

Christine Knudtson (president) ,Thomas Walsh (vice-president),Josie Cusma (past-president),Sally-Anne Danner (president-elect),Daniel Bestul (co-treasurer), Nina Bartell (Secretary)

Agenda:

1. Contract updates:

a) 2019 Educational Event Speaker and Event Facility (Ingleside): Sally Danner has prepared and is sending out both contracts for the October 4, 2019 event.

b) Administration Assistant contract: Specific feedback is requested from Lynn, Dan, and Delores noting that Charlene Brehmer's current contract expires the end of April.

2. Strategic Planning Session:

a) Date- May 18, 2019 (Overnight on 17th, planning on Saturday, May 18): The major objectives for this strategic planning session include the opportunity (optional) to share a meal and

conversation with fellow Board members Friday night especially for those who may need to travel greater distances, to dive in bright and early Saturday morning, with the help of Leslye Hunter, to organized our committee structure best suited to the needs and growth of AFCC-WI, and to move into a specific as possible plan for implementation. The planning session is intended to begin first thing in the morning on Saturday and end by mid-afternoon. Leslye Hunter, our national AFCC facilitator for the Saturday session will likely make her own arrangements and AFCC-WI will reimburse her for her expenses.

- b) Hotel Retlaw (a newly renovated facility) in Fond du Lac is the venue for the planning session and Sally Danner is finalizing the arrangements- She indicated that invitations with added information will be forthcoming. Attendance is expected to be quite good except for a few of us (unfortunately me included) who were unable to change conferences and personal events.
- c) Food service: A Friday evening meal will be provided for those who are able to attend. On Saturday, breakfast, lunch, and some snacks will be provided with the goal of completing the strategic session in the early afternoon.

3. **Chapter Annual Report:** This needs to be completed and submitted to the national organization by March 31. Dan and Lynn will provide Josie with any additional information she may need to complete this report.
4. **Treasurer's Update:** Relative to the 2018 and tax forms, 2018 books audit and financials for the 2018 Chapter annual report, Dan Bestul and Lynn Galbraith-Wilson have been working with the existing Quickbooks program. A proposal was made to add another level of Quickbooks that would facilitate Dan and Lynn's co-treasurer roles through the Cloud. Dan indicated that he has had some experience with this and will look into making this modification to the current system.
5. **2019 Toronto AFCC Conference Chapter Table:** There was some discussion about bringing promotional materials to the conference with the goal of identifying ourselves and encouraging participation in AFCC-WI events. It was suggested that brochures that should be ready prior to this conference will be offered by Chris Knudtson who will be attending. Discussion about this will continue in subsequent meetings as needed.

6. **Dropbox:** The main purpose of the dropbox was reiterated, which is to create a central access to documents related to AFCC. However, there remains some concerns regarding the storage of sensitive materials that may require more restrictive access and protection. Josie continues her work in this regard and it was suggested that this topic be added to the agenda for the strategic planning session.

7. **Committee member new business/BOD meeting agenda items- None requested at this time.**

8. **Next Meeting- April 17, 2019 @ Noon, telephonic, unless otherwise notified at:**
Dial-in number: 712-775-8972
Access Code: 14789#
Host Code (Knutson Law Office is host) 3127

9. Meeting adjourned at approximately 12:30 pm.

Respectfully Submitted,

Nina P. Bartell, AFCC-WI Secretary