



Agenda
Wisconsin Chapter AFCC Board of Directors Meeting
12:00 pm
January 24, 2024: Zoom

1. Call to order
2. Approve minutes of December 6, 2023 meeting Attachment A
3. Committee reports and committee member selection Attachment B
 - a. Treasurer's Report - Christine Knudtson
 - b. Program/Conference Committee
 - c. Education Committee
 - d. Membership Committee
 - e. Resource Development Committee
 - f. Communications Committee
 - g. Nominating Committee
 - h. Policy & Procedures Committee
 - i. Executive Committee – (2024 Officers)
4. Old business
 - a. Members Only website pages - update
 - b. March 13 Mock Trial presentation – UW Eau Claire School of Social Work
 - c. Board Retreat – move to 2025?
5. New business
 - a. 2024 Board Meeting Schedule
 - b. 2024 Annual Educational Conference Date
 - c. Hosting “Settlement” or “Mediation” Day – Pilot project idea
6. Announcements
7. Adjournment



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

**Minutes of the December 6, 2023 meeting of the Board of Directors
Meeting held via Zoom**

Attendees:

Name	Present	Excused	Absent/Notes
Daniel Bestul, JD	x		
Graham Wiemer, JD	x		
Shelby Brandsma, LCSW		x	
Theresa Kelly-Arnes, BSW	x		
Christine Knudtson, JD	x		
Nina Bartell, Ph.D		x	
Tiffany Highstrom, JD	x		
Casey A. Holtz, Ph.D.	x		
Hon. Kristine A. Snow	x		
Elizabeth Matola, Ph.D.	x		
Paul Stenzel, JD	x		
Ginger Murray, JD	x		
Jamie Epstein, JD	x		
Sarah C. Whiting, JD	x		
Eric Zaeske, JD	x		
Alexandra Crampton Ph.D.		x	
Comm. Michael Rust, J.D.	x		
Natalie Rasmussen, LPC (auditing meeting)	X		
Hon. Michael Dwyer	x		
Maureen Goldblatt (auditing meeting)	x		
Y Lee Waz (auditing meeting)	x		

1) CALL TO ORDER:

The meeting called to order by Chair Daniel Bestul at 12:06pm

2) APPROVAL OF MINUTES:

Submitted for approval: Motion to approve the minutes from both the July 26, 2023 and September 20, 2023 meetings. Minutes of Meeting held on July 26, 2023 (not approved on September 20, 2023 as noted) in September 20, 2023 minutes so the September minutes will be corrected to reflect that.

Motion to Approve offered by Eric Zaeske, Seconded by Hon. Chris Snow.

Approval was unanimous.

3) COMMITTEE REPORTS from Committee Chairs

- Finance Committee Chris Knudtson submitted her report including the proposed budget for 2024. The Budget includes increased funding for website in order to add a members only pages to the AFCC website where AFCC information may be accessed by members and funding for a membership directory. Chris Knudtson reported that the annual educational event made a profit of \$4,500 however that does not cover the operating expenses for the year. The bottom line is AFCC-WI needs to find a way to generate more income to cover annual expenses. Chris Knudtson moved to accept the budget which was seconded by Theresa Kelly-Arnes & the motion carried unanimously.
- Program Committee: Elizabeth Matola proposed merging the Program Committee and the Education Committee into one committee. Elizabeth Matola also stated she has a meeting with Children's Hospital of Wisconsin to discuss and form policies on Trauma related care.
- Education Committee (see above)
- Membership Committee: Graham Wiemer reminded everyone that with the change in officers AFCC-WI will need new committee chairs for the Program/Education and Membership Committees. Anyone interested should contact Graham Wiemer.
- Resource Development Committee
- Communications Committee
- Nominating Committee
- Policy & Procedures Committee: Hon. Michael Dwyer, submitted a report and recommended that:
 1. Committee reports should be in writing and submitted at least 5 days before the meeting so members may read and be ready to discuss reports at the meeting.
 2. Financial records would not be kept on the website for safety concerns but members would have access to sensitive information on a members only page on our Website. This would cost \$600/year to have a members only page. Brian Jensen recommended a program called Membership Works but will also provide names of other programs the committee may want to consider.
 3. Also, the committee recommends that the President and President-Elect should be authorized as signers on the bank account.
 4. The Annual Report to AFCC International will be a combined synopsis years 2021 and 2022 which Hon. Mike Dwyer will author. AFCC-Int. will be putting together a template for future annual reports to promote consistency.Graham Wiemer motioned to accept the Policy & Procedure report, as amended, Jamie Epstein seconded and the vote carried unanimously.
- Executive Committee

4) ACTION ITEMS: (action may also be taken on matters raised in committee reports):

2023 AFCC WI Chapter

- a) Old business
- b) New business: Dan Bestul recommended AFCC-WI develop a policy & procedure of how AFCC-WI will develop & promote working relationships with other agencies.

Graham Wiemer recognized & expressed his and AFCC-WI Board's gratitude to Dan Bestul (outgoing president for the last 2 years) for his dedication & hard work and also recognized the dedication & hard work of Shelby Brandsma (past president & Vice President) as well as long standing Board member, Dr. Nina Bartell (former secretary) for their years of dedication and service to the AFCC-WI Board.

5) Next Board Meeting January 24, 2024 @ Noon

MOTION TO ADJOURN:

Offered by Eric Zaeske, Seconded by Christine Knudtson

Vote as follows: unanimous

Submitted by Theresa Kelly-Arnes, CSW, SAC-IT
Secretary



**WISCONSIN CHAPTER OF THE ASSOCIATION OF FAMILY
AND CONCILIATION COURTS
2024**

**Treasurer's Report
Report provided by Treasurer, Christine E. Knudtson
Meeting held January 24, 2024**

1) Financial Status:

As of January 17, 2024, the checking account has a balance of \$44,618.25. For the calendar year 2023 we had a net loss of \$2,587.34.

2) Treasurer Completed Task

- a) Bill for the joint 2023 Christmas party was submitted in December and paid in December. (\$1,112.96)
- b) January NorthCoast Strategies bill paid.
- c) 2023 Budget completed and adopted.

3) Treasurer's Pending Task

- a) I am preparing NorthCoast Strategies 1099NEC for the tax year 2023. That should be the only 1099 we need to file. Completion date is prior to January 31, 2024.
- b) Our next tax filing will be the federal 990-N e-post card, which is due May 1, 2024, for 2023. Brian and I will coordinate filing it with the Internal Revenue Service.
- c) Eric Zaeske, Board Member and Finance Committee Member will review the AFCC Wisconsin chapter QuickBooks for 2023 on January 22, 2024, at my office.
- d) If there is a need for financial information to be included in the AFCC annual chapter report filing, I will work with the Executive Committee and Brian to provide the information for the report.

4) Financial Statements

- a) If anyone would like a printout of a profit loss statement, balance sheet, or budget you may contact me at my email address, and I can get you any of those documents.

If there are any additional questions, please contact me at my email address so that I may answer them for you.

Submitted by Christine Eisenmann Knudtson