

**VIRGINIA JUVENILE JUSTICE ASSOCIATION
BOARD OF DIRECTORS MEETING**

**QUALITY INN – VIRGINIA BEACH, VIRGINIA
March 17, 2004 – 2:00 PM**

MINUTES

PRESENT: Bob Bermingham, President; Jim Woolf, Vice President; Beth Mohler Stinnett, Secretary; Donna Musiello, Treasurer; Lewis Wright, Immediate Past President; Katherine Farmer, Capitol District Chair and Institute Planning Chair; Paul Greggs, Tidewater District Chair; Samantha Higgins, Valley District Treasurer (substituting); Brigitte Peterson, Grants Committee Chair; Teri Larsen, Outgoing Legislative Committee Chair; Scott Warner, Awards Committee Chair; Diane Floyd, Training Consultant and Sheila Hightower, Public Relations Committee Chair; Richard Hagy, Standards and Benefits Chair.

NOT PRESENT: Bridges Spiva, Blue Ridge District Chair; Mark Thompson, Southwest District Chair; Amy Darby, Bylaws Committee Chair; Gary Conway, Editorial Committee Chair; Steve Spero, Legislative Liaison and Tina Beck, Website Committee Chair.

The meeting was called to order at 2:15 p.m.

Parliamentary Procedure: Prior to starting on the agenda, because there were a couple of visitors and substitutes, Lewis led a review of parliamentary procedure and reminded the Board which members have of voting privileges.

Appointment of Committee Chairs: Prior to starting the agenda, President Bob Bermingham made the Board aware of his decision not to re-appoint Teri Larsen as Legislative Committee Chair. He said that though it was a tough decision to make, it was within his powers as President and was a decision he felt was necessary. He said he hoped the Board would support his decision and if the Board was not in support of him, he would be happy to step down. A few folks asked questions, but there was agreement that it was his decision to make. There was no call for his resignation.

I. Minutes of Last Meeting

There were no corrections to the November 2003 minutes. Paul Greggs made a motion to accept the minutes. Katherine seconded the motion and it was carried unanimously.

II. Treasurer's Report

Donna provided balances for both the general and institute accounts (treasurer's report attached). As of today's date, the general account balance is \$13,778.73. The Institute account balance is \$25,372.45. Those balances do not include a few

outstanding checks, including a \$500.00 check written to the Hospitality House. Donna expressed concern that some districts have been holding rebate checks and reminded each of the district chairs that checks should be deposited upon receipt. She indicated she is getting ready to figure our 2003 taxes. Beth made a motion to accept the treasurer's report. Katherine seconded the motion and it was carried unanimously. Bob made an announcement that the treasurer's accounting ledgers would be subject to an audit later in the day.

III. District Reports

A. Tidewater

Paul Greggs, District Chair, was present and reported on behalf of the Tidewater District. He indicated the district sponsored their annual holiday food basket project and exceeded their goal of reaching over 250 families. As an added bonus, some local counselors and mentors brought juveniles to the event to perform community service work and experience the joys of helping others. The district will sponsor training in June. Mr. Larry Powell from United Methodist Family Services will discuss his agency's new sex offender program. Also, between now and our next meeting, the district hopes to hold elections for district officers.

B. Capital

Katherine Farmer, District Chair, was present and reported on behalf of the Capital District. She indicated district elections were held and the following officers were elected: Katherine Farmer, 14th CSU, Co-Chair, Marie Bristow, Family Focus, Co-Chair and Mishel Fricke, 14th CSU, Secretary/Treasurer. Lewis made a motion to certify the election results. The motion was seconded by Paul and carried unanimously.

C. Valley

Kim Koeppen, District Chair, was not present but Samantha Higgins, District Treasurer, was present and provided a report. She indicated the Valley District has not held elections but will do so prior to the next meeting. The current officers met recently to discuss possible training topics, but each speaker they have approached has been too expensive.

D. Blue Ridge

The District Chair position is currently vacant and no one was present from the Blue Ridge District. Rick Smith and Andrea Hutcherson, the current Vice Chair and Secretary had contacted the Board prior to the meeting to ask for guidance concerning filling the vacant post. Lewis Wright will call Rick to provide the requested guidance.

E. Northern

Dave Carver, District Chair, was not present but Brigette Peterson was present and provided a report. She indicated the Northern District has not

held elections but will do so prior to the next meeting. There was an attempt at an election but it was determined the ballots were incorrect because the membership list was out of date. Jim Woolf will send Brigitte an updated list. There are no upcoming trainings planned, but the group hopes to plan a training event for later in the spring.

F. Southwest

Mark Thompson, District Chair, was not present and there was no report. The District has not held elections and will need to do so by the next meeting.

IV. Committee Reports

A. Legislative Liaison

Steve Spero was not present.

B. Legislative Committee

Teri Larsen, Outgoing Legislative Committee Chair was present and provided a report. She reported that the Legislative Committee had 5 bills carried this year. The committee had two of its proposed bills passed by Legislature, including the bill that gives Juvenile Intake Officers the authority to place an 18 year old in jail on an outstanding D.O. issued when the subject was still a minor. VALORS has been tabled for a year. Teri thanked all of her committee members and VJJA members who put in their time and effort to meet with legislators in order to revive VALORS and lobby for other bills to be passed.

C. Institute Planning Committee

Katherine Farmer was present for the institute planning committee and stated that she has reserved the Hospitality House in Williamsburg, VA for this year's fall conference scheduled to take place November 3 through 5, 2004. Scott Warner and Bob Birmingham are working with Shauna Epps from DJJ and Will Bronson from DCJS to secure speakers for the conference. This year's theme will center on Disproportionate Minority Contact (DMC) and Early Intervention and Prevention.

D. Public Relations Committee

Sheila Hightower was present for the public relations committee and reported that she sold all of the vendor spots for the spring conference. She added that she has sent out a press release for the conference, but is not sure whether or not there will be any press coverage.

E. Bylaws Committee

Amy Darby, Bylaws Committee Chair, was not present and there was no report. There was discussion of the by-laws, however, with regard to the

appointment of committee chairs. A review of the by-laws confirmed that the president has the authority to appoint and/or remove committee chairs.

- F. Scholarship Committee
Rick Teague, Scholarship Committee Chair, was not present and there was no report.
- G. Awards
Scott Warner was present and reported that he has some nominations from last year's submissions that did not receive awards. Those nominees will be reconsidered for this year's award ceremony. He reminds Board members to submit nominations for the awards throughout the year.
- H. Editorial
Gary Conway the committee chair was not present but sent a written report.
- I. Standards and Benefits
Richard Hagy, Standards & Benefits Chair, was present and provided a report. Richard deferred to the Legislative Committee Chair's report as it covered the information that he planned to share.
- J. Training Consultant
Diane Floyd, Training Consultant, was present and provided a report. She indicated the Spring Institute, which is scheduled to begin tomorrow, has 170 registrants. Also, the event is responsible for 40 new members. The Institute is made possible, in part, by a grant from the local Wareheim Foundation.
- K. Membership Committee
Jim Woolf provided the Membership Committee report. He reported the association has 620 paid members (and many others who have allowed their dues to lapse, but will hopefully re-join).
- L. Website Committee
Tina was not present, but Beth was present and provided a report. At the last meeting, after determining that the association's free site was not meeting its needs, the Board approved spending up to \$250.00 a year towards web hosting. Beth and Tina had been checking into this matter, but were having difficulty getting a release on our domain name (www.vjja.org) because it was originally opened in another member's name (Dennis Mondoro). Bob will contact Dennis and ask him to contact the company to transfer any necessary domain ownership. Once the problem with the domain name is rectified and the site is transferred to a new ISP, there are plans to beef up the site with additional pages and information. Beth asked for ideas and contributions from each of the

District Chairs and committee chairs. She indicated a desire to add a section detailing the association's history. Lewis suggested contacting Tom Currier and Jim Thomas as resources, and Jim Thomas was identified as the association's longest active member. Donna identified David James as another long standing member and made the Board aware that he recently made a \$100.00 donation. The discussion of the association's history led to a discussion of the organization's 40th anniversary which will occur in 2006. Beth and Paul both suggested that it is not too early to start planning for that event and Beth suggested it should be added to the agenda for the next meeting.

M. Grants Committee

Brigette Peterson was present for the Grants Committee and reported that she has been working with a representative from The Freddie Mac Foundation and stated that they may sponsor a grant for training, but the funds have to be used specifically to obtain speakers. In addition, Anheuser-Busch and King's Distributors are willing to provide free speakers to give alcohol/substance abuse training.

III. Old Business

There was no old business to discuss.

IV. New Business

The next three Board meetings were scheduled and approved by the Board members present. The meetings will be held on the following dates at the following locations:

May 21, 2004 in Williamsburg, VA

September 17, 2004 at the Henrico County CSU (Richmond, VA)

November 4, 2004 in Williamsburg, VA

V. Adjournment

Paul Greggs made a motion to adjourn the meeting at approximately 4:30 pm. The motion was seconded by Dave Carver and carried unanimously. The next board meeting will be scheduled for May 21, 2004, in Williamsburg.

Respectfully submitted,

Beth Mohler Stinnett
VJJA State Secretary

