



**Arizona Courts Association  
Board of Directors / Transition Meeting**

Friday December 2, 2016

Laughlin Aquarius – Laughlin NV

8:00am – 2:00pm

**Members Present:** Darenda Day, Olivia P. Moodyman, Rod Wettlin, Karen Lavelle, Elaine Brideschge, Rita Hawkins, Alan Sparrow, Kristie Wooley, and Dr. Maria Aguilar-Amaya, Daniel Arreola

**Telephonically:** None

**Members Not Present:** Adrian Soltero, Raquel Garcia, Raquel Ortega

**1. Call to Order**

President Darenda Day called the meeting to order at 8:48 am Nevada time.

**2. Welcome of New Members**

Each Board member present introduced themselves and what agency they represent.

### 3. Committee Updates

#### Membership

Karen Lavelle for Raquel Garcia – The 2017 membership list is being created and an email to past members has been sent for recruitment. More recruitment emails will follow. The 2017 membership pins have been purchased. NCourt is up and running and we have already received five payments through the system. All Board Members need to submit membership forms as soon as possible.

#### Finance / Budget

Olivia Moodyman update – Discussed updates with the current finances and presented a Bank Activity Ledger dating through 11/15/2016.

**Action Item #16-27:** A motion was made by Rod Wettlin and 2nd by Karen Lavelle to Accept the Bank Activity Ledger as presented. Motion Passed.

A 2017 budget was presented to and discussed by the Board. Discussion to increase the funding on line item, 04-300 Printing, was held in order to accommodate the printing of ACA Board T-shirts. Also discussed items to be purchased for the April 2017 conference, the continuation of the scholarship program, and changes and additions to the hospitality suite.

**Action Item #16-28:** A motion was made by Elaine Brideschge and 2nd by Rita Hawkins to Increase line item, 04-300 Printing, in order to accommodate the printing of ACA Board T-shirts. Motion Passed.

**Action Item #16-29:** A motion was made by Elaine Brideschge and 2nd by Rod Wettlin to Approve the 2017 Budget with additions and amendments. Motion Passed.

#### Elections

Darenda Day update – Only a Director at Large position is open. Will be posting the opening on the website and actively recruiting.

### 4. ACA Post

Darenda Day update – Wants to revive the currently non-existent ACA post and would like a board member to take over the post. Dr. Maria Aguilar-Amaya volunteers to take over the post and will be reaching out to the Board for assistance and ideas for a quarterly periodical. Alan, Daniel, and Karen will provide assistance with the ACA Post as well. We will also be putting a request on the website for member input.

## **5. ACA Store**

Olivia Moodyman and Karen Lavelle update – Provided some ideas and examples of the items that will be purchased for the store at the 2017 Annual Conference.

## **6. Old Business / Items Pending**

### **Bylaws**

Darenda Day update – bylaw updates need to be sent to Daniel Arreola in order to present at the and consider at the January meeting.

Also, in accordance with the bylaws, an annual audit of the finances must be performed within sixty days of the close of the calendar year. After discussion, Rod Wettlin volunteered to complete the annual audit.

Discussed and addressed all items on the Items Pending list. Attached is the updated Pending list.

## **7. New Business**

### **Conference**

Discussed and selected themes and entertainment for the 2017 conference. Also discussed room situations for the board members at the conference and costs for registration meals.

### **Meeting Dates**

Discussed and scheduled meeting dates for 2017.

## **8. Good of the Order**

Daniel Arreola suggested that the ending plenary be a motivational speaker in order to have members finish on an uplifting note.

## **9. Adjournment**

**Action Item #16-30** – A motion was made by Alan Sparrow and 2<sup>nd</sup> by Rod Wettlin to adjourn the meeting. Meeting Adjourned at 2:27pm Nevada time.

**Next Meeting:**  
**Board of Directors Meeting**  
**January 13, 2017 at the**  
**Superior-Kearny Justice Court**  
**60 E Main**  
**Superior AZ 85173**  
**10:00am – 2:00pm**

**ITEMS PENDING:**

#	PERSON RESPONSIBLE	ITEMS PENDING	DUE DATE	ITEM CONTINUED	ITEM COMPLETED
1	All	Bylaw Changes	1/13/2017		
2	Olivia	Look into sizes of shirts for 2017 conference	1/13/2017		
3	Rod	Annual Audit of Finances	3/1/2017		
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					