

JCICS Board Meeting
September 19, 2006
In Person

Attendees: R. Gibson, J. Sciortino, K. Wallace, R. Pearlman, S. Pitkowsky, H. Stultz, L. Vollman, L. Wetterberg (by phone), J. Peterson, J. Rolsky, T. DiFilipo, J. Ruben

Absent: M. Hendy (e), D. Murphy-Scheumann (e)

Call to Order & Agenda: R. Gibson at 9:05 AM EST

Introductions & Discussion of Board Operations: R. Gibson

Introductions

Introductions were made for Joelle Ruben & Jared Rolsky.

Role of Board Liaison

Discussion was held regarding what is understood to be the traditional expectations of the Board Liaisons for the various caucuses and committees.

1. Monitor caucus/committee activity
2. Give guidance to caucus/committee chair
3. Ensure quarterly updates are provided to the main office
4. Pace/plan committee actions when working towards a goal

JCICS vs. Individual Organization Hat

A reminder was given that board members need to be clear when speaking to other members or in public as to whether the conversation is representing JCICS or one's individual organization.

Listserves

Discussion was held regarding providing quarterly updates on individual list serv dialogue, given the volume of daily postings. Format for this is already on the members-only site. Members are withdrawing from the main list serv due to the volume, JCICS will remind members of the digest. It was suggested that JCICS develop three basic email formats; one to address action, one for FYI/summary and one for response to questions.

Secretary's Report: H. Stultz

Action items were reviewed.

MOTION: To approve the minutes from August 9, 2006.

S. Wu MOVED/ L. Vollman SECONDED PASSED Unanimously

Strategic Plan Review Process: R. Gibson & J. Peterson

Reviewed immediate strategies only, objectives are for the 3-5 year planning horizon.

Strategy Key

(H) =FY06

(M) =FY06 if possible

(L) =FY07 and beyond

Goal Area: Public Awareness/Outreach

Strategies:

- Develop protocols for events that provide for immediate and appropriate response. (H)
 - o **Accomplished:** JCICS Board streamlined the decision making process by eliminating the need to have the membership or caucus vote on actions. Now the ED and staff are empowered to act quickly and take a more proactive stance.
- Develop press contact list. (H)
 - o **Accomplished:** JCICS staff has collected names and contact information of reporters who have reached out to JCICS over the past year.
 - Recommended Improvement: While the contact list exists, JCICS hasn't utilized it thus far. A media/press strategy may be helpful in recognizing how this list can best be used going forward.

Strategies:

- Develop vision, policy and procedures for public awareness. (H)
 - o **Not Accomplished:** While improvements have been made with public awareness, a formal vision, policy and procedures has not been drafted.
- Create a voice for JCICS – develop a process for training appropriate persons to speak for the association. (H)
 - o **Accomplished:** JCICS staff (Meghan and Jennifer) attended media training in March 06 conducted by our pro-bono PR Firm Charles Ryan Associates. The session included tips for media interviews – both on camera and in print and tape recorded sessions of each staff member answering questions in a mock TV interview.

Goal Area: Membership Services

Strategies:

- Add a staff position dedicated specifically to membership issues and services. (H)
 - o **Accomplished:** JCICS hired Jennifer as the Membership Manager in September 2005.

- Identify and develop additional membership benefits. (H)
 - o **Accomplished:** Many new membership benefits have been added in 2006.
 - Corporate Express
 - Mondial Translations
 - ReadyConference
 - Online Employment Systems
 - HagueAccreditation.com
 - Hague Compliance Workbook
 - Hague Accreditation/Risk Management Assistance System

- Revised and encourage ethical standards of practice for intercountry adoptions, which are designed to protect the rights of children, birth parents, and adoptive parents. (H)
 - o **Accomplished:** The revised Standards of Practice passed in April 2006.

- Develop additional networking opportunities for members. (L)
 - o **Accomplished:** JCICS has held three membership receptions this year for networking and outreach. In June Meghan held one in NYC, in July Rick hosted a reception at the NACAC conference in Los Angeles, and in August Jennifer held a reception in Boston. JCICS also added two new listservs at the request of the membership after the annual conference (Africa and Local Service Providers).

- Create and revise informational pieces within the next 12 months to support agencies applying for Hague Accreditation. (H)
 - o **Accomplished:** JCICS continually updates the membership on the Hague via the listserv and our website. Staff created an analysis document once the final regulations were published, hosted two workshops on the Hague at the annual conference, revised the Members's Only Hague page with sample documents and downloadable presentations, and hosted a series of webinars over the summer.

- Hold meetings with the Department of State and other government offices regarding issues that arise during implementation of Hague Regulations. (H)
 - o **Accomplished:** JCICS communicated regularly (approximately once a week) with DOS and COA throughout the summer 2006. JCICS sent a letter outlining member's questions in early August to both entities.

JCICS also shared with both entities a poll of our members on how many are planning to seek accreditation.

- Hold regional information seminars regarding Hague Accreditation (M).
 - o **Accomplished:** JCICS hosted a series of Webinars (10 in all) throughout July and August. An estimated 12-20 people attended each session and the feedback was overwhelmingly positive for the content of the presentations and the format (i.e. webinar).
- Add workshops and information to existing programs emphasizing current research regarding what is in “the best interest of the child” and emerging trends in permanency planning. (H)
- Develop regional seminars for membership staff training in child welfare issues. (M)
- Develop post placement resource list guide. (L)

Goal Area: Collaboration

- Objective (1): Increase the variety of adoption related groups (birth parent support, adult adoptees, parent support) collaborating with JCICS.
 - o **Accomplished:** Diversified membership with new organizations joining in 2006.
 - 4 New Parent Support Groups
 - 1 New Adoptee Group
 - 7 New Medical Clinics
- Develop plans to introduce JCICS to two embassies in Washington, DC. (Consider China and Russia) (H)
 - o **Partially Accomplished:** In February 2006 JCICS met with the Ukraine Embassy.
- Maintain current relationship with Guatemalan embassy. (H)
 - o **Accomplished:** Relationship with Guatemala embassy continues to be strong. The Embassy contacted JCICS in August and discussed the need for Guatemala to become Hague compliant. A possible meeting with the Ambassador was discussed.
- Develop and hold an outreach event to embassies. (H)
 - o **Not Accomplished**
- Investigate attending other association conferences for the purpose of collaboration. (H)
 - o **Accomplished:** JCICS staff or Board attended the NACAC conference, COA conference, and NCFE meeting and dinner on Russia and will attend the IAC conference and the Holt conference.

- Initiate direct contact with two global adoption entities (CARA, CCAA, etc.) to further JCICS' strategic plan. (M)
 - o **Accomplished:** JCICS sent a letter to CCAA in May 2006 in an effort to reach out and extend out interest in meeting with CCAA during an upcoming visit to China. JCICS sent a letter to Ms. Ludmyla Volynets, Director of the State Department for Adoption and Protection of Rights of the Child in the Ministry of Family, Youth and Sports offering our assistance.
- Continue for senior management within JCICS to attend conferences and seminars pertinent to permanency for children. (H)
 - o See first bullet point response.
- Extend invitations to two international entities to attend JCICS' annual conference. Provide scholarships if necessary. (M)
 - o **Accomplished:** A representative from CARA and an attendee from Kazakstan participated in the 2006 Annual Conference.

Goal Area: Advocacy

- Identify areas of the world that are most strategic for pursuit of JCICS' BHAG. (H)
 - o **Not Accomplished:** Formally this has not been documented or identified anywhere.
- Identify potential global partners in the strategic areas identified. (H)
 - o **Not Accomplished:** Formally this has not been documented or identified anywhere.
- Develop global advisory board including at least one non-U.S. member. (L)
- Investigate the possibility and feasibility of global offices. (L)
 - o **Accomplished:** Tom has expressed the possibility of offices in Ukraine and Russia. JCICS does have a Communications Liaison in Ukraine.
- Create three informational pieces within the next 18 months to support family preservation, domestic adoption, and international adoption. (M)
- Market the availability of the informational pieces to other associations and the general public. (L)
- Identify leaders to represent JCICS abroad. (H)
 - o **Accomplished:** Tom was hired as Director of International Relations; a position created to fulfill this strategy.

- Develop uniform training curriculum and program. (M)
- Implement training program. (L)
- JCICS' Board of Directors will identify potential membership candidates that support the association's strategic direction. (H)
 - o **Accomplished:** The Board created the affiliate proposal and subsequent policy that loosely identified possible membership candidates (student, adoption magazines, etc.).
- Identify and propose appropriate bylaws revisions to support an expanded membership. (H)
 - o **Accomplished:** The bylaw initiative was voted on in April 2006 but did not pass by the membership; it has been introduced in September 2006 for another vote by the membership.

Goal Area: Association Funding

- Develop a plan for using excess funds for strategic programs. (M)
- Hire an outside fundraising firm to develop a formal fundraising plan. (H)
 - o **Accomplished:** JCICS hired Unlimited Partners from October 2005 – April 2006 and in May of 2006 hired Reynolds & Rowe.
- Create a new membership structure to increase membership and revenue. (H)
 - o **Partially Accomplished:** Membership has increased within the current structure and JCICS surpassed its income goal in 2006. If the affiliate bylaw proposal passes the membership vote, then this will increase membership even further.
- Investigate the possibility of offering an international membership. (M)
 - o **Accomplished:** This has been introduced as a proposal to the membership and is awaiting their approval vote.

Financial Overview: L. Vollman & J. Peterson

Overview

Financial Management:

BOD Role

- Legal responsibility as the organization's nonprofit owners
- Governance – setting the long term vision (including financial) and establishing policy
- Monitoring the progress towards achieving the vision
- Hiring/firing of chief executive

Senior Management Role

- Collaborating with the Board to see the long-term vision
- Managing to achieve the Board's vision
- Acting as a responsible liaison between the Board and operating units of the organization
- Providing information to the Board that allows for a comprehensive understanding of whether goals are being met, including financial and non-financial goals.

How to Read Financial Statements:

Basic Audited Financial Statements

Following information set since 1995 by Financial Accounting Standards Board Statement Number 117 (FAS 117):

- Statement of Financial Position (Balance Sheet)
- Statement of Activities (Income Statement)
- Statement of Cash Flows
- Statement of Functional Expenses (useful but not required for all non profits)
- Notes (footnotes)

The statements above are the responsibility of management and are typically created monthly. They are presented for the month just ended as well as on a year-to-date basis.

Review JCICS Balance Sheet and Profit & Loss

Balance Sheet

The balance sheet represents and is arranged by the organization's financial assets, liabilities and net assets (any accumulated financial returns since it came into existence).

Assets = Liabilities + Net Assets

- Assets are things the organization **owns**.
 - o Cash, accounts receivable, promises to give (pledges receivable), property and equipment (fixed assets).
- Liabilities are things the organization **owes**.
 - o Accounts payable and accrued liabilities, current portion of long-term liabilities, long-term liabilities (typically tax-exempt bonds)
- Net assets are differences between the financial items that the organization **owns** and **owes**.
 - o Unrestricted net asset balances, restricted net asset balances

JCICS Balance Sheet

- Checking/Savings Accounts
 - o Main vs. Director
 - Main Account – deposits are made into this account; payroll is deducted from this account
 - Director Account – checks and debits are taken from this account
 - The Treasurer transfers funds between the two accounts; JCICS ED and staff are not able to transfer funds; part of our checks and balances
- Prepaid Expenses
- Fixed Assets
- Liabilities – prepaid membership fees (for '07)

Question: Is it worth exploring a higher interest account for our savings?

Income Statement

A compilation of the revenues (from all sources) and expenses of the organization. The statement will form a conclusion as to the excess of revenue and support over expenses (operating margin) and the change in net assets (net margin).

Profit & Loss

- Income
- Expenses
 - o Changes to budget include increasing Advocacy – International Relations Initiative and adding correlated expected donation item line
- Fundraising
 - o JCICS will have a difficult time meeting Children’s Charities requirement of 25% or less overhead in 2006 with so much money allocated to fundraising. They look at management/admin % + fundraising expenses on the 990.
 - Can ask new auditor for advice
 - Board may want to entertain changing how Reynolds & Rowe is paid in 2006 (inverse the monthly fee to IRI and have fundraising be hourly?)

Discussion was held regarding board giving and clarifying new expectations for future board members.

Budget to actuals, financial summary statement and projected 2006 finances were reviewed.

Auditor Search

- Researched a number of firm in 2005

- Recently contacting 4 potential firms to set up interviews in October
- Selection made by November/December
- Estimated cost ~ \$5000 (*previously \$2800*)

Question: Board Finance Committee: Need 2-3 volunteers to serve on this committee (Treasurer included) to assist with financial decisions. Additionally volunteers are needed for a Membership Committee and a Development Committee.

Discussion was held regarding selecting a new auditor.

2006 Financial Goals (set in 1/06)

- Increase outside revenue sources (donations)
- Continue to decrease spending in administrative areas
- Expand conference sponsorships and attendance
- Increase revenue through new membership

Fundraising Overview: T. DiFilipo

Time allocated to T. DiFilipo for IRI was 10 hours/wk plus travel. In reality is averaging about 20 hours/wk, not allowing adequate time for fundraising. He cannot continue to do both as things are currently set up.

Meghan requested letter from the BOD to ED indicating that funds allocated for fundraising were in actuality spent on the International Relations Initiative.

Transition Plan/E.D. Search: R. Gibson

Executive session of the whole.

Fundraising Report: T. DiFilipo

Donations

Actual = \$5,350

Pledges = \$37,290

- BOD = \$24,840
- Other = \$12,350

Total = \$42,640 (\$75,000 shy of goal)

Current Funding Streams

1. Members = 87%
 - a. Dues

- b. Conference Registration
 - c. Conference Gala/Events
 - d. Donations
- 2. Exhibitors/Sponsors = 10%
 - a. Conference Exhibits
 - b. Conference Sponsor
 - c. Conference Sponsorship
- 3. Other = 3%
 - a. Foundations
 - b. Donors
 - c. Interest Income

Populations Served

Direct Services

Indirect Services

Member Agencies
 Potential Adoptive Parents
 Adoptive Parents
 U.S. Government
 Foreign Governments

Adopted Children
 Parentless Children

Future Funding Streams

Current Funding

- Membership Dues
- Conference Registration
- Donations

Traditional Funding

- Annual Campaign
- Special Gift
- Capitol Campaign
- Grants & Contracts
- Planned Giving

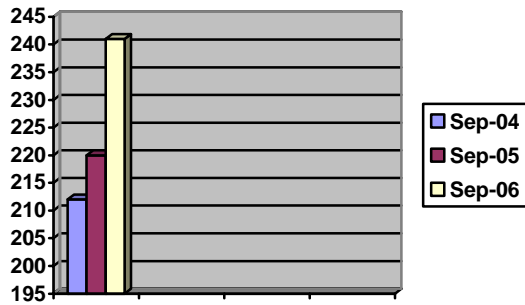
→ No Natural Constituency

Non-Traditional Funding

PSL Initiative
 Hands of Hope
 Conference Parents Track
 Legends Gala
 Agency Sponsorships
 Big Steps for Little Feet

Membership Report: J. Peterson

Membership Trends

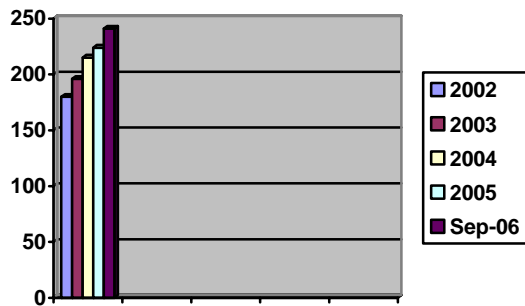


9/04 – 212 members

9/05 – 220 members

9/06 – 241 members

Year End Membership Trends



2002 – 180 members

2003 – 196 members, 8.8% increase

2004 – 215 members, 9.7% increase

2005 – 224 members, 4.2% increase

9/2006 – 241 members, 7.1% increase

34% increase since 2002

JCICS Membership Report

- September 2006 – 241 members
 - o 32 new members
 - o 7 new members joined through ½ year ½ off promotion
 - o 209 members renewed from 2005
 - o 15 members did not renew in 2006
- Retention Rate
 - o Currently have a 93.3% retention rate (goal of 90% or higher)

Goals for 2006

- Goals
 - o Increase new membership by 18% or more = 40 new members
 - By September 2006, JCICS has 32 new members
 - New membership has increased 14.3%
 - o Keep retention rate at 90% or higher
 - By September 2006, retention for 2006 at 93.3%
- Recruiting Strategy
 - o Half Year/Half Price
 - 7 New Members have joined through this promotion
 - Still receiving calls/emails asking questions about promotion

Membership Dues

- Membership Dues to Date = \$21,107.72
- Budget is \$210,000
 - o We surpassed our goal!
 - o Still waiting on \$1,261.91 in quarterly payments

2006 Member Demographics

- 32 new members
 - o 20 new agencies
 - Total = 194/ Last Year = 188/increase of 3.2%
 - o 5 new parent/advocacy groups
 - Total = 25/ Last Year = 21/increase of 19%
 - o 7 new medical clinics
 - Total = 22/ Last Year = 16/increase of 37.5%
- JCICS Members are located in 41 states and 2 members in Canada

2006 New Members

- ABA Adoption Services, Inc. (Miami, FL)
- Adopt Abroad, Inc. (Nutley, NJ)
- AdoptionLink (Jewish Family Service of Greater Springfield, MA, Inc.)
- Adoption Homestudy Agency of Colorado (Denver, CO)
- Adoption Partners (Simpsonville, SC)
- Adoptions of Indiana (Carmel, IN)
- Adoptive Family Services, Inc. (Cross Lanes, WV)
- Angels' Haven Outreach (Santa Clarita, CA)
- Caring for Kids, Inc. (Munroe Falls, OH)
- Center for Adoption Policy (Rye, NY)
- Children & Family First, Inc. (Madison, WI)
- Children of the World, Inc. (Fairhope, AL)

- Children's Home and Aid Society of Illinois (Rockford, IL)
- Children's Hospital of Philadelphia (Philadelphia, PA)
- Children's Hospital and Research Center Oakland (Oakland, CA)
- Claar Foundation (Boulder, CO)
- Decolores Adoption Agency (Lake Charles, LA)
- Family Creations, Inc. (Bradenton, FL)
- Focus on Adoption, Inc. (Philadelphia, PA)
- Home At Last Adoption Agency (Cocoa Beach, FL)
- Kentucky Baptist Homes for Children (Mount Washington, KY)
- KidsPeace (Danville, PA)
- Korean American Adoptee Adoptive Family Network (KAAN) (El Dorado Hills, CA)
- Laurelwood Pediatrics (Memphis, TN)
- Oregon Health & Science University Adoption Health Services (Portland, OR)
- 'R Kids, Inc. (New Haven, CT)
- Texas Children's Health Center for International Adoption (Houston, TX)
- The ICD Child Center for Growth & Development (New York, NY)
- The Theraplay Institute (Wilmette, IL)
- UAB International Medical Center (Birmingham, AL)
- University of Virginia Children's Medical Center (Charlottesville, VA)
- Vietnamese Orphans Relief Fund (Cleveland, OH)

State/Country Demographics

WA – 8
 OR – 7
 ID – 1
 MT – 1
 CA – 18
 AZ – 2
 UT – 4
 WY – 2
 CO – 6
 NM – 1
 TX – 9
 OK – 2
 KS – 3
 NE – 1
 MN – 4
 IA – 1
 MO – 1
 LA – 2
 WI – 7
 IL – 13
 TN – 4

AL – 3
 MI -5
 IN – 6
 KY – 4
 OH – 9
 GA – 6
 FL – 13
 HI – 1
 SC – 4
 NC – 6
 VA – 7
 DC – 2
 MD – 12
 WV – 2
 DE – 1
 PA – 12
 NJ – 5
 CT – 8
 NY – 22
 MA – 13
 Canada – 2

Membership Statistics

Organization Size	Percent of Members	Percent of Revenue
0-25 (\$478)	23.3% (56)	13%
26-50 (\$635)	19.9% (48)	14%
51-75 (\$955)	12% (29)	13%
76-125 (\$1276)	7.9% (19)	11%
126-175 (\$1596)	5.4% (13)	9%
176-250 (\$2389)	5.4% (13)	14%
250 + (\$3187)	6.2% (15)	22%
Parent/Advocacy (\$105/\$210)	10.7% (26)	2%
Medical Clinics (\$210)	9.2% (22)	2%

New Benefits

- **COA Discount** – We are confirming the discount members will receive from COA accreditation due to JCICS being a Sponsor Organization. We expect it to be around 25%.
- **HagueAccreditation.com** – Is offering JCICS Members a 15% discount on purchase of the program and a 10% on any additional services.
- **Hague Regulations on Intercountry Adoption Agency Workbook ©** - is being offered to members at a 15% discount.
- **Hague Accreditation/Risk Management Assistance Systems** – Members who pay the flat fee in advance will receive a 20% discount off the regular

cost of the System. Members who prefer to pay three monthly installments will receive a 10% discount.

Update:

- **DHL Express:** Audit is complete and over 55 members needed to be recoded. Reimbursements should be issued in the coming weeks. JCICS has been holding biweekly phone calls with our DHL representative to discuss issues, complaints and the audit.

Potential Benefits

- **Salary Survey** – a salary survey has been drafted and we look forward to utilizing Survey Monkey to garner participation from JCICS Members to complete a survey which we can analyze and publish their benefit.
- **Group Health Insurance** – JCICS has been in communication with Joe Sutton regarding the possibility of JCICS offering a group health insurance plan to our members.
- **Retirement** – JCICS met with Principal Financial group at the ASAE Conference to discuss a potential retirement affinity program we can offer to our members. We have completed their required information and I will be in communication with them to discuss further details.

Dues Restructuring Local Service Providers: J. Peterson

Background Information

- JCICS Board had previously discussed the possibility of restructuring the dues payment schedule for Local Service Providers.
- Homestudy Only Agencies receive smaller financial gains from their services compared to Placement Agencies.
- Presently, both Placement Agencies and Local Service Providers pay the same dues per number of families served.
- Many active, prospective and former JCICS members have complained that their dues are disproportionate.

Issues

- By only decreasing the annual Membership dues for Local Service Providers we may deal with backlash from agencies that offer both placement and homestudy services.
- There is the potential for a financial loss by decreasing the dues for Local Service Providers, although it may lead to additional new members joining.

Possible Restructuring Opportunities

1. All Local Service Providers pay a flat fee of \$400.00 in annual dues.
2. All Local Service Providers pay dues on a sliding scale per number of families served.
 - a. 0-99 families served = \$400/year
 - b. 100-200 families served - \$550/year
 - c. 200+ families served - \$700/year
3. Rather than accounting for a total number of families served when determining each level of dues payment, we can count home studies differently than placements. The present dues amounts will continue to be used.
 - a. Placements can be counted as 1 family served and homestudies can be counted as .5 families served.

2006 Membership Statistics

Homestudy Only Agency Members

- 27 active members
- 7 identified prospective members
- 3 former members

Possible Financial Outcomes Based on 27 Local Service Members

Option 1: Do Nothing/Same as 2006

- Potential 2007 dues = \$15,677 (Potential loss = \$0)

Option 2: Flat rate of \$400/Homestudy Only member

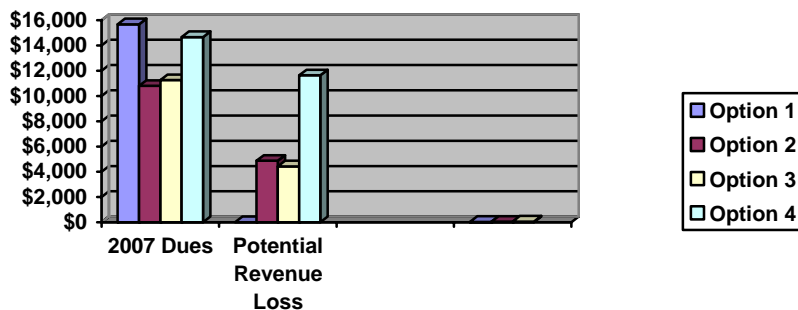
- Potential 2007 dues = \$10,800 (Potential loss = \$4,877)

Option 3: Scale structure with amounts of \$400, \$550, \$700 based on # of families served

- Potential 2007 dues = \$11,250 (Potential loss = \$4,427)

Option 4: Count placements as 1 family served and homestudies as .5 families served

- Potential 2007 dues = \$14,659 (Potential loss = \$11,634)



Conclusion

- We can potentially lose money from the decrease in dues, however we may gain prospective and former members for whom the financial burden of dues prevented from joining in the past.
- We may retain active members who will consider not renewing due to financial reasons.
- Many Local Service Providers are aware of the Board's past consideration of dues restructuring for Homestudy Only agencies. If we decide not to restructure dues, we may need to explain our reasons for not doing so.

Discussion was held that given the variables related to the Hague it is not advisable to restructure fees for Homestudy only agencies at this time.

International Relations Update: T. DiFilipo

Russia

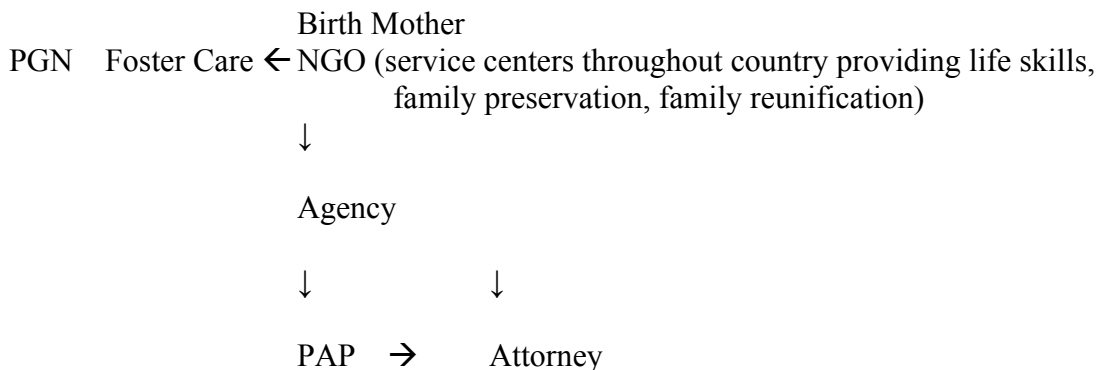
JCICS and NCFA will be going together. NCFA will be advocating for the termination of non-accredited agencies. Discussion was held regarding the issue and the historic difference in the stance of both organizations. JCICS' position will be:

JCICS supports any legislation that supports best practice and best interest of children. If Russia wishes to maintain an accreditation process, they should use it effectively.

Guatemala

Smith/Orr – proposal for Hague compliant system in Guatemala

New Proposal:



JCICS facilitated a process to get the interested Guatemalan parties to meet Hague requirements.

DOS will receive more formalized write-up of the proposal.

Ukraine

PR statement to go out to the membership. This should be done before and after each international trip.

MOTION: To recess the meeting at 5:14 PM EST.

L. Vollman MOVED/ K. Wallace SECONDED PASSED Unanimously

Respectfully Submitted,

Heather Stultz, Secy

Action Items:

1. Staff – email membership reminding them of the digest option for listservs.
2. Staff – create three types of emails for membership communication (action, response, FYI/summary)
3. Staff – investigate post-adopt resources by state.
4. Staff – call APA regarding their stance on psychological testing by telephone.
5. Staff – send quarterly newsletter personalized for various DC Embassies.
6. Staff – draft statement to membership addressing fees for LSP's.
7. Staff & T. DiFilipo – draft PR statement regarding trip to Ukraine and distribute.

Open Action Items from August 9, 2006:

1. BOD – identify scope of work for PR firm so staff can obtain more accurate proposals.
2. R. Pearlman & M. Hendy – draft letter to agency working with My Linh Soland and post to the board for review.

Open Action Items from July 18, 2006:

1. Staff & T. DiFilipo – finalize membership survey and distribute.

Open Action Items from June 28, 2006:

1. Staff, R. Gibson & R. Pearlman – do brief review of website and membership materials in anticipation of membership bylaw change.
2. Staff – add to July BOD meeting agenda further discussion regarding who JCICS should reach out to in anticipation of the membership bylaw change, how JCICS can better collaborate and with whom, as well as a policy for how the BOD can reject membership applications.
3. R. Pearlman – draft bullet points for regional training proposal for USCIS.
4. R. Pearlman – will send L. Vollman suggested opportunities of other insured accounts that JCICS may want to look into.
5. BOD – brainstorm suggested Keynote Speakers for the 2007 Conference and submit names to Meghan.

