

North Carolina Probation and Parole Association



NCPA Executive Board Meeting Agenda Friday March 15th, 2024 Microsoft Teams

Present: Tracey Nelms, Brittany Carkner, Debra Lemke, Kristen Black, Robyn Wolfe, John Lanier, Jailene Garcia, Emily Patton, Shanan Stephenson

- Welcome – Call to Order
- Secretary’s Report
Motion to amend by Tracey N, 2nd Kristen B. to add what Div. is responsible for what information on the challenge coins.
- Treasurer’s Report
 - No report
- Membership Report
 - No report
- Old Business
 - NCPA Pamphlet Review & Vote discussion on updating photos from old to new, add 1 year under new hire/student membership fee. Change monthly to quarterly under newsletter, Remove 3rd and 4th bullet points under “Why Join”1. New revisions will be emailed when updated.
 - Previously Submitted Issues and Resolutions (Tracey) & Vote:
Discussed current issues and resolutions currently on the table and John will look for the old issues from previous years that have not received written response from Senior Management.
 - Challenge Coins –
Updated minutes to show what Div is responsible for what section. Drafts needed by April meeting. Discussion brought up by Emily Patton that coins did not do well in the past and EB should look at cost/sales and pre-order before committing. Make sure all designs are approved prior to any order submitted. Suggested a NCPA coin only vs. one for each Division. Tabled until Brittany can talk to Dir. of F.S. Treadway.
 - Constitution/bylaws (Amie) No report, table to next meeting. EB to read over and be prepared to discuss.
 - Committee Assignments-
Div 1 looking for membership slot to fill, Nominating (Add Angela Jones), Membership pending, and Newsletter (add Brooke Barrineau)
 - Graduation Sign Ups
New list coming out soon
 - Newsletter Submissions (Jailene)
None received. Due by 3/22 and CC chairs. Discussed adding a congratulations section for new graduates.
 - Spring Workshop Updates
Div 1, no workshop this year due to T.i. hosting.
Div 2 2 locations, 6/14: Taking it to the Streets Theme.
Div 3: Talking about 6/14 in Moore, Lee County area.
Div 4: Looking at 4/25. Theme?
 - Headshots to Latashia
Everyone has sent in their photos 😊
 - Merch/Fundraising Catalog (Division 3)
Discussed Div 3 transfer to E.B. was approved. John to bring the big catalog to the next meeting for review along with what has been approved by Senior management to date. Discussed order placement and pickup. John can pick up orders filled to date and bring to the EB meeting for distribution.

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- Quotes for Bracelets and Pens- Tabled
- Website & Technology Updates (reference APPA: [Home Page \(appa-net.org\)](http://appa-net.org))
Talked about having a person be over marketing and website updates, social media and merch. History is being update by Latashia Williams to the web designer.
- New Business
 - Spring Workshop Agendas & Topics – discussed previously in the meeting.
 - Lifetime Membership & Retiree Membership
Discussed lifetime membership of \$300 and \$25 or \$20 for retirees. Question about NCPPA focus on retirees? Statement about new hires do not care about the insurance we offer. We need email addresses of retired members especially for ballot/voting. No motions made.
 - APPA In Review
Offender quality education online each quarter for our members? Suggestion made to offer T.i. virtually. Tabled for more discussion.
 - NCPPA Dance-a-thon
Discussion for this to be a fundraiser for the E.B. at this year's T.i. Brittany will research and have more information coming.
 - NCPPA & NCCA
Talked about combining conferences. All in favor of NO.
- 2024 Training Institute Updates: Embracing Our Path Forward
5 speakers on board, 5 tentative. Issue with hotels and Shannon is working on this.
1st night: Sneaker Ball,
2nd night: downtown bingo/scavenger hunt
Tickets will be handed out at the last presentation for the day to attend the Ball that evening.
- Division Reports
Div 1: No report
Div 2: Popcorn fundraiser took in \$2000 in 4 days.
Div 3: Last meeting on 3/13. Working on spring workshop, next meeting on 4/17/24 in Winston Salem
Div 4: No report
- Adjourn Motion by John, 2nd by Robyn

Next Meeting: Friday April 12th, 2024