

**NATIONAL ASSOCIATION OF VICTIM SERVICE
PROFESSIONALS IN CORRECTIONS**

Telephone Conference
Wednesday, January 21, 2009
10:00am PST; 1:00pm EST

Present: Karin Ho, Kathy Buckley, Bill Stutz and Traci Dory

Call to Order:

Karin called the meeting to order at 10:05am PST, 1:05pm EST.

Approval of Minutes:

Karin asked if we had the opportunity to review the minutes from the November 12th meeting. Hearing no objections or corrections to the minutes, the minutes were approved by unanimous decision.

Treasurer's Report:

Bill discussed the recent challenges with OVC TTAC. He indicated that all bills from the conference have been paid and proof of payment was faxed on Monday to Donna Ray at OVC. Once she receives the documents, she has agreed to get a check to Bill within 10 days. Bill indicated that the current balance is approximately \$3,000. Bill discussed the process and how it got worked out with Donna @ OVC. There was discussion about the last document that needs to be completed which is the scholarship report.

President's Report:

None at this time.

501c(3) / 501c(6) Discussion:

Karin indicated that the IRS gave clarification concerning our application. In order for our association to apply for 501c(3) status, we would have to fall under religious, educational, charitable, literary, or scientific as our main focus. Typically, a 501c(6) application is for a business league or board of some type. The main differences are that c(6) can lobby and donations and membership dues are not tax deductible, and c(3) cannot lobby but donations and membership dues can be tax deductible.

Karin asked if our 990 was filed last year, and Bill indicated that it was. Karin indicated that the date that was filed is our anniversary date from this point forward. Bill indicated that he would check those forms out and let us know.

Karin indicated that the agent she talked to at the IRS indicated that if we think of any other c(3) organizations, we can get a copy of their application to assist us with completing our application. Karin asked if we could think of any organizations. Some suggestions were NMGTF, MADD, and Parents of Murdered Children. Karin indicated that she will contact the IRS and request those applications to assist with our application.

Karin asked if we should go forward with the c(3) application, which everyone agreed that was the appropriate way to go.

Membership Attendance:

Karin asked what we thought of allowing the membership to attend the board meetings. Bill indicated that he felt that we needed some clear guidelines for the process. Everyone felt it was a good idea to allow the members to participate, but everyone felt that we needed to have some clear guidelines and processes. Karin indicated that she can make the conference calls, but she is limited to 6 people on the call not including her. That limitation is something that will need to be taken into consideration when looking at the guidelines.

Traci will review the by-laws to see where our board meetings fall and get with Peter to start the by-law subcommittee working on them. Traci will also make sure the agenda is provided to Peter for posting on the website when she sends him the minutes from this meeting for posting.

Sub-committees:

Kathy indicated that the conference committee was scheduled to meet on Thursday, January 22nd, and asked if anyone wanted to be a part of that conference call. Karin and Kathy will be part of that committee.

Strategic Plan:

No discussion on this item at this meeting.

Old Business:

Bill asked about Justice Solutions and the grant that was submitted through BJA. Karin indicated that the grant application is the same one from last year that got released

again for this year. She indicated that we provided a letter of support as we did last year. Bill asked about the other grant, and Karin indicated that we did not submit a letter of support for that grant.

Discussion was held regarding agenda items for the next meeting. It was decided that the 2009 conference needs to be placed on the agenda as a standing item.

New Business:

None.

Next board meeting:

After discussion about scheduling a set date for future meetings, it was decided that the 2nd Thursday of each month would work for us. The next meeting is scheduled for February 12, 2009, at 10am PST, 1pm EST. Karin will initiate the conference call.

Adjournment:

The meeting was adjourned at 11:02am PST, 2:02pm EST.