



## **ILLINOIS CORRECTIONAL ASSOCIATION**

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### **Illinois Correctional Association / Board of Directors meeting Thursday, November 17, 2011 - Concordia Court/Springfield**

**I. Call to order:** Jerry Butler (10:35 a.m.)

**II. Roll Call:** Jerry Butler (president); Richard Hart (treasurer); Jim Thomas (secretary); Michelle Buscher (vice-president)

**III. Approval of September minutes**

Richard moved approval; Jim seconded. Unanimous approval

**IV. Reports**

**A. President (Jerry Butler)**

1. Introduction Michelle as the new vice-president
2. Outline of contact strategy for recruitment
3. Announced resignation of Recording Secretary

**B. Treasurer (Richard Hart)**

1. Chase Bank account balance: \$5,333.42;
2. Remaining balance to Tessler Inc. for legal services and repayment of loans will be top priority

**C. Corresponding Secretary (Jim Thomas)**

1. October membership roster indicates 378 active members, 4 new members, 24 renewed members, 16 lapsed members
2. Students continue to express enthusiasm for ICA involvement
3. Homepage is being updated, but at some point it should be revamped

**D. Vice President (Michelle Buscher)**

1. Michelle found numerous old ICA documents dating back to the late 1980s,

including newsletters, award criteria, and other material thought to be lost. She provided Jim with the material, to be returned at the next meeting in Springfield.

**V. Old Business**

**A. Filling Key Committees:** Unanimous consensus that filling the following committees should be a top priority:

1. Program Committee
2. Membership Committee
3. Nominating Committee

B. Newsletter publication date, content (guidance for Mariya):

Unanimous consensus that:

1. The newsletter be digital and posted on the ICA homepage.
2. For now, the newsletter name will be: ICA Newsletter
3. A preliminary newsletter can be created now, but the first expanded newsletter year would come out after the first of the
4. Director Godinez will be invited to submit a short (250 word) article in early 2012
5. Jerry suggested inviting a different agency head to write a short article for each issue. Unanimous consensus.

C. Marine Bank meeting: The meeting with Marine Bank to reconcile the former and current accounts is scheduled for early this afternoon. Jerry, Richard, and Michelle would be the names on the account.

D. Content of mass e-mail to ICA members informing them of ICA progress:

Unanimous consensus that Jim would:

1. Draft a letter to be approved by Jerry, Richard and Michelle to be sent to members' from contact information listed on the ACA membership rosters
2. Compile a list of lapsed members over the last 12 months and invite them to re-join

## **VI. New Business**

A. Contacting other professional organizations for ICA involvement.

Unanimous consensus to begin contacting organizations to invite their participation. initial contacts:

1. Jerry: IDOC; Cook County Jail
2. Michelle: IDOC
3. Richard: Federal Bureau of prisons; Community Corrections
4. Jim: CAMA (Correctional Accreditation Managers Association); Cook, DeKalb, and McHenry Country probation; DeKalb County Sheriff.

B. CAN-TV (Chicago Access Network) as resource: Richard provided information on using public access television for out-reach/public education mechanism. unanimous consensus that this could be explored by the Publications/Public Relations Committee.

C. Replacing recording secretary: Unanimous consensus to leave the recording secretary position empty for now.

E. ICA-SAC involvement: Students comprise nearly 25 percent of the current ICA membership. Unanimous consensus that Jim will contact the student members of their ACA chapters and initiate the ICA Student Affairs Committee modeled after the ACA-SAC.

F. Continuation of ICA Awards:

1. Scholarship Program: Unanimous consensus that ICA continue the "ICA Scholarship Awards" program
2. Unanimous consensus that ICA continue the "Sam Sublett ICA Award."
3. Unanimous consensus that the description of the awards be placed on the ICA homepage

G. Unanimous consensus that an ad hoc Awards Committee be established to assume responsibility for nominations and selection of recipients.

**VII. Recess:** 1 p.m.

**VIII. Reconvened** 1:35 p.m. (at Marine Bank)

- A. Unanimous consensus to temporarily maintain two accounts, one at Marine Bank, the second at Chase Bank.
  
- B. Unanimous consensus that, for the current year, only the president, treasurer, and vice-president shall be on the Marine Bank account at this time.

**IX. Adjournment:** 2:25 pm.