



ILLINOIS CORRECTIONAL ASSOCIATION

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Illinois Correctional Association / Board of Directors meeting

Teleconference: Thursday, May 19, 2016: noon

Annual ICA Meeting Agenda

Thursday, May 19, 2016 / Noon - teleconference

I. Call to Order: 12 pm

II. Roll Call

Jerry Butler (President); Richard Hart (Treasurer); Jim Thomas (Secretary); Mariya Kozlova (Research Director); Mike Lukas (Director); Daniel Sheline (Director); James Edwards (Director); Joanne Hilditch (Director); Dale Hale (Director)

III. Approval of Minutes: January, 2016

Jim moved approval, Mike seconded.

Unanimous consent.

IV. Reports

A. President (Jerry): Jerry thanked Dale and Joanne for their exceptionally thorough efforts in organizing the ICA conference in the fall.

B. Vice-president: (no report)

C. Treasurer (Rich)

1. There is currently \$15,744.40 in the ICA account.

2. Rich will send Sheldon-Fox, the ICA tax firm, the information for the current year's tax filing.

D. Secretary (Jim):

1. We currently have 182 active ICA/ACA members

2. Our annual reports to the Illinois Attorney General and to the Attorney General are coming up. Jim will file these.

E. Research Director (Mariya): No report

F. Directors at Large (Mike): See new business

G. Conference Chairs: (Dale, Joanne) See old business

V. Old Business

A. ICA Conference (Joanne):

1. Venue for Fri, Oct 7 ICA annual conference at Spoon River College Outreach

Center in Macomb has been contracted for and signed.

2. PayPal registration appears to be working, and is ready to be posted publicly.
3. Conference information is up on the ICA homepage and will be placed on social media sites.
4. Joanne will create programs and biographies of presenters.

B. ICA Conference (2): (Dale)

1. The posted hotel rates do not include tax; Joanne added during meeting
2. The title of the first session on the program, "The Profession of Corrections," should be changed to "Careers in Corrections."

Unanimous consent.

3. We should consider an ICA member (Dale) going down the day before the conference to talk to students about ICA and the conference at local school(s).

Unanimous consent.

4. There should be a Board member present at the venue the day prior to the conference to assure proper set-up
5. Dale asked if we should have a speaker at lunch. Consensus was to instead leave that as a free period for networking and personal business.
6. Jerry will look into the IDOC director as a speaker
7. Dale reported that we are on-budget. Professional attendees will pay \$20, students will not be charged a registration fee.

B. Polo Shirts (Jerry):

Jerry contacted Correctional Industries. We must purchase the polo shirts directly from the vendor and have them shipped to Correctional Industries, who will then place the ICA logos on them. Quantity, sizes, and color will be determined as more information comes in.

C. ICA Audit procedure (Mike):

Mike will contact Kevin Lyons to see if he can do the audit of the budget for 2016.

VI. New Business

A. PayPal account:

Rich is the primary PayPal account contact; Mike agreed to be secondary.

B. Monitoring ICA gmail account: Mike is primary gmail account contact for the ICA inbox. Mike will see if emails can also be forwarded to the secretary as a secondary member.

VII. Adjournment: 1 pm