



VIRGINIA JUVENILE JUSTICE ASSOCIATION ANNUAL BUSINESS MEETING

Hotel Madison, Harrisonburg, Virginia
November 15, 2023

MINUTES

I. CALL TO ORDER

In conjunction with the 47th Annual Fall Institute, President Samantha Higgins officially opened the business meeting at 11:19 AM. She reminded all those in attendance are current VJJA members and during the meeting, can vote on any and all matters. She thanked Toni Craig, Conference Chair, as well as all board members, both state and district. She introduced herself and all other members of the Board of Directors including state officers, committee chairs, and thanked DJJ administration for their presence and support of the conference. President Higgins also recognized and extended gratitude to all veterans in attendance.

II. REVIEW AND APPROVAL OF THE MINUTES OF THE 2022 ANNUAL MEETING

President Higgins reminded all that the agenda, previous meeting minutes, and other business meeting items were available online for review. Katherine Farmer motioned, and Toni Craig seconded, to dispense with the formal reading of the minutes and approve them as submitted to the membership. The motion carried without opposition.

III. APPROVAL OF THE TREASURER'S REPORT

Association Treasurer, Kevin Heller, presented current financial reports. He provided the following account balances: Institute Account is \$41,067.77, General Account is \$10,067.37, and Youth Scholarship Account is \$1,978.60. Tax filings for 2022 have been resolved following an extension. Treasurer Heller thanked the audit committee (Stephan Stark, Toni Craig, and Kathy Jones) for completing the most recent audit of the financial records. Joe Wright motioned to approve the Treasurer's Report as presented, seconded by Aileen Lewis. The motion carried unopposed.

IV. MEMBERSHIP

A. Report

President Higgins introduced the co-chairs of membership, Natasha Cheek and Beth Stinnett. Natasha reported that our membership is currently 186, including 22 life members, 11 courtesy memberships as awarded during probation and parole week, and provided a breakdown of membership by district. Beth Stinnett provided a few words regarding current membership and appreciation to new and historical members.

B. Standards and Benefits

Chair of Standards & Benefits Chair, Stephan Stark, requested that the membership watch for surveys aimed to gather information on what they would see as beneficial.

VI. ASSOCIATION BUSINESS

A. Election Process Review and Nominations

President Higgins introduced Vice President Kevin Meeks. Vice President Meeks reviewed the guidelines for elections.

For the position of President, Samantha Higgins, seconded by Kathy Jones. There were no nominations from the floor. A motion to close the nominations was made by Alison Daniels, seconded by Dakota Tomlin. The motion carried without opposition.

For the position of Vice President, Beth Stinnett, seconded by Natasha Cheek seconded. There were no nominations from the floor. A motion to close the nominations was made by Aileen Lewis, seconded by Rachel Kancherla. The motion carried without opposition.

For the position of Secretary, Amanda Sheppard, seconded by Ellen Patterson. There were no nominations from the floor. A motion to close the nominations was made by William Fells, seconded by Joe Wright. The motion carried without opposition.

For the position of Treasurer Heller, seconded by Rob Hiatt. There were no nominations from the floor. A motion to close the nominations was made by Kathy Jones, seconded Alison Daniels. The motion carried without opposition.

Vice President Meeks concluded the nomination process and informed the membership that ballots will be sent electronically at the start of December and will close December 14th.

B. Old Business - None

C. New Business - None

VI. AWARDS, SCHOLARSHIPS, AND RECOGNITIONS PRESENTATION

A. Presentation of Meritorious Awards

President Higgins introduced Katherine Farmer, Chair of Awards and Recognition. Katherine Farmer explained the nomination and selection process for awards. She thanked those who made nominations this year.

The Meritorious Service Award in the Area of Court Services was awarded to Clevon Belfield, Norfolk CSU and Tidewater District VJJA Member.

The Meritorious Service Award in the Area of Community Services was presented by Beth Stinnett to Tonya Pulliam, owner and CEO of PICF and Capital District VJJA Member.

The Meritorious Service Award in the Area of Residential Services was presented by Beth Stinnett to awarded to Amanda Moseley Sheppard, Area Vice President of Health Connect America, current VJJA Secretary, and Blue Ridge District VJJA Member.

The Meritorious Service Award in the Area of Administration was presented by Katherine Farmer to Jackie Crigger, Office Services Supervisor at the 12th District CSU in Chesterfield and Capital District VJJA Member. Jackie was not in attendance. William Stanley, her CSU director, accepted on her behalf.

B. Lifetime Membership Awards

President Higgins presented the Lifetime Membership Award to **Paul Greggs** (not present), Tidewater District Chapter, retired from the Hampton/Newport News CSB; **Katherine Grimm** (not present), Tidewater District Chapter, retired from the 3rd District CSU (Portsmouth); **Martha Carroll**, Valley District Chapter, retired from the 16th District CSU (Charlottesville); **Doug Poe**, Southwest District Chapter, retired from 27th CSU (Pulaski); **Lewis Wright** (not present), Capital District Chapter, retired from 14th District CSU (Henrico), Past VJJA President.

C. Remembrances and Recognitions

Beth Stinnett announced those who have been added to the memorial plaque this year including Tom Keating, Bill Kelley, Gary Conway, and Jim Woolf.

D. Professional Development Scholarship Presentations

Kathy Jones, Chair of Scholarships, awarded the *Robert E. Shepherd, Jr., and Rodney C. Hubbard Scholarships* to Beth Stinnett and Margo Hardy.

VII. DISTRICT GIVEAWAYS

All district chairs or proxies including Toni Craig, Ellen Patterson, Blake Frazier, Rachel Kancherla, Christa Galleo, and Kathy Jones were in attendance to present district gift baskets. Names were drawn and winners were announced.

VIII. YOUTH SCHOLARSHIP RAFFLE DRAWING

Kathy Jones encouraged everyone to nominate youth for the next Youth Scholarship. Names were drawn and prizes were awarded. Funds raised this week equaling \$494.

IX. ADJOURNMENT

At 12:28 PM, Dakota Tomlin moved to adjourn. Doug Poe seconded the motion. The motion carried without opposition.

The next Annual Business Meeting of the Association will be held in conjunction with the 48th Fall Juvenile Justice Institute to be held in November 2024 at a location to be determined.

Respectfully submitted by,

Amanda Moseley Sheppard

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VJJA State Secretary

Submitted this 15th day of November 2023

Approved this ___ day of November 2024