

Minutes

VCRF BOARD MEETING

Sunday, November 10, 2024

7:05 p.m. to 8:25 p.m.

Via Zoom

- I. Attendance: Kimberly Ribaric, President; Tracy Holleman, Vice President; Kelly Hopkins, Secretary; Brendan Krett, Treasurer. Not present: Judge Irby
- II. Adoption of Agenda – Kim presented; Tracy moved to adopt; Brendan seconded.
Motion Carried.
- III. Presentation and Adoption of Minutes – Kim presented; Brendan moved; Tracy seconded. **Motion Carried.**
- IV. Treasurer’s Report – No report.
 - Account will be moved to UVA Credit Union
 - Website was renewed for 3 years (\$756, 50% off, paid \$378)
 - Purchase new software, Brendan will do research
- V. Committee Reports
 - A. COEF – Revamp application
Co-Chairs- Tracy Hollman and Kelly Hopkins
Committee members: Rachel Cramer, Terri Ferris, Dawn Brown
 - B. Silent Auction – Nothing new to report
- VI. 5K Marathon for 2025
 - Brendan agreed to chair
 - Plan for marathon to be in the fall
 - Start getting sponsors in June/July
- VII. VCRA
 - Request for assistance (3) - Forthcoming, not ready yet

- Financial assistance for students with registration for 2025 VCRA convention in Washington, DC – VCRF will provide \$100 assistance for the first 10 students to make attending the convention more affordable. This will be paid directly to the VCRA. Kim moved; Tracy seconded. **Motion Carried.**
- 2023/2024 reimbursement check was requested for \$2,100 for the Virginia Counselor event. Request is forthcoming.

VIII. Proposed Amendments to Bylaws:

- Discussed revamping mission statement. Will address this at the next meeting.

IX. Old Business:

- Cardinal Program – Ask for a volunteer to head up the Cardinal Program via Facebook post and asking past presidents.
- Board members need to get their bios and photos finalized

X. New Business:

- Giving Tuesday setup for December 3rd. - Kim to revamp website
- Send year-end “Than You” notes – Kim will make a list; Tracy will send “Thank You” notes by 12/30/24.
- VCRA Convention sponsorships
Michele will discuss with her board about more participation.
Get court reporting firms to sponsor 2 lunches and 1 breakfast (\$3,000 X 2 for 2 lunches and 1 breakfast)
Get one law firm to sponsor students (\$1,000)
Kim and Tracy will be in charge of past president sponsorships.

XI. Next proposed meeting: January 12, 2025, 7:00 p.m.

XII. Tracy moved to adjourn meeting at 8:25 p.m.; Brendan seconded; **Motion Carried.**

