



KENTUCKY COURT OF APPEALS
KATE R. MORGAN
CLERK

669 CHAMBERLIN AVE., SUITE B
FRANKFORT, KENTUCKY 40601

TELEPHONE:
(502) 573-7920

www.kycourts.gov

April 2, 2025

VIA EMAIL

Douglas T. Shima
Clerk, Appellate Courts of Kansas
201 SW 10th Avenue
Topeka, KS 66612

Re: Site Selection Committee Report – Spring 2025

Dear President Shima:

Please accept this as the report of the Site Selection Committee for spring 2025. The members of the Site Selection Committee are Jenny Kitchings (Vice-Chair), Deana Williamson, Lilia Oquendo-Solis, Ed Hoskins, Sam Christensen, and Jim Hivner. You charged the Committee with the following tasks:

1. Review the Bylaws and Operating Guidelines for your committee. If you have any changes you'd like to recommend, please notify Megan Scanlon, chair of the Bylaws committee, no later than April 1. Megan's email address is mscanlon@vacourts.gov. Changes to the Operational Guidelines should be proposed to the Executive Committee.

The Committee completed this task in the fall of 2024. The Committee recommended no changes to the Bylaws and submitted two proposed modifications to the operating guidelines. Please refer to the Committee's October 2024 report for the proposed guideline modifications.

2. Include a notification in the October 2024 edition of *The Docket* soliciting bids.

The Committee completed this task by including a notification in the October 2024 edition of *The Docket* soliciting bids for the 2028 conference. We received no responses. The location of the 2028 conference remains unknown.

3. Examine whether a new approach to the Site Selection Committee should be taken by working with Jessica Klapstein, Jessica.Klapstein@maritz.com, the Maritz representative that works with NCSC, to see if there are locations that would be good places (possibly economical) to have our conference and then seeing if members would agree to host in those locations.

The Committee engaged in thoughtful email discourse regarding the pros and cons of utilizing Maritz's services. Deana shared her firsthand – and overwhelmingly positive – experience with Maritz, comparing the effort it took her to independently secure a hotel for a conference versus working with Maritz to secure a conference hotel. The Committee recognizes the benefits of the Maritz approach, including streamlining the process, professional negotiation expertise, and freeing up time for hosts and committee members to focus on other conference-related tasks.

Despite the pros, the Committee also has concerns with the Maritz approach. The Committee is concerned about losing the self-run nature of the conference. NCACC prides itself on the fact – and a strength of this organization is - that it is self-run. The Committee is concerned with the costs associated with Maritz: what is the cost for Maritz's services and who pays? The Committee is concerned about the scope of Maritz's services: is it limited to hotel sourcing and negotiation or onsite assistance as well? The Committee is concerned with securing a host in the town, city, or state selected. What happens if the Committee selects a hotel in a town/state suggested by Maritz, but then a host in that state cannot be secured? To what extent is a local host essential to the planning and functioning of the conference?

The function of the Site Selection Committee would partially change, but not substantially so, under the Maritz approach. The Committee's understanding is it would set the initial guidelines for locations, review hotel proposals, obtain feedback from potential hosts, and make financial decisions based on the proposals and feedback. Maritz would handle the operational side, such as sourcing hotels and negotiating contracts. The Committee would work under a truncated timeline, looking at conference options 1-2 years out instead of 3 years out. The Committee would need to stand prepared to make quick decisions as hotels and conference sites are less willing to wait for the Committee to engage in a prolonged decision-making process.

The Committee makes two recommendations:

- A. **Maritz Presentation at the Albuquerque Conference. The Committee recommends including a presentation from a Maritz representative at the Albuquerque Conference. Members can ask questions, obtain more detailed information about the Maritz process, and address concerns. It will also allow**

the NCACC membership to engage in a robust discussion following the presentation.

B. Discussions with other groups under the NCSC Umbrella who have or currently utilize Maritz for Conference Planning. It would be helpful to hear and learn from other NCSC groups who have worked with Maritz. This due diligence will ensure we are armed with the facts needed to make a thoughtful and informed decision.

4. If possible prepare a timeline/check list of events, dates, deadlines, requests based on the Bylaws and Operational Guidelines. Please submit the timeline/check list with your report to the Executive Committee on or before April 1, 2025.

The Committee did not tackle this task. The Site Selection Committee is in a state of flux. Until NCACC membership determines next steps forward with respect to utilizing Maritz's service and possible conference dates, the Committee is unable to prepare a reliable timeline/check list of events, dates, and deadlines.

Respectfully,



Kate Rickly Morgan
Committee Chair

CC: Committee Members