

**IACRAO Annual Business Meeting Minutes**  
**October 26, 2006**  
**Wyndham Northwest Chicago – Itasca, Illinois**

**Call to Order**

President Alice Medenwald called the meeting to order at 12:10 p.m. The President reminded attendees to silence their cell phones.

**Secretary's Report**

President Medenwald presented the minutes from the 2005 Annual Business Meeting. No corrections were noted.

*Motion: It was moved (George Munley) and seconded (Sue Blasi) to accept the minutes as presented. Motion passed.*

**Treasurer's Report**

Reo Wilhour reported that we are in good shape financially because of the successful Annual Conference in Peoria in 2005. We have a total current value of \$86,481.73 (\$21,266.73 in checking, \$20,215.00 in a money market, and \$45,000.00 in a certificate of deposit which matures in January 2007).

With regard to fiscal year 2005-2006, income from membership is significantly ahead compared to the same time last year. Currently we have 67 institutional and 302 individual memberships. The Executive Board has made a concerted effort to increase membership, and reminders were sent out frequently indicating that our renewal season is the month of July for the upcoming membership year.

Reo reported that the Association incurred new expenses: the IACRAO scholarship, funding the President's trip to the State and Regional Association Leadership Conference, and attorney's fees related to pursuing Illinois tax-exempt status. The proposed budget for fiscal year 2006-2007 is \$13,150.00.

*Motion: It was moved (Eric Gunnink) and seconded (Courtney Kohn) to accept the budget as presented. Motion passed.*

**Vice President for Professional Activities**

Maria Moten encouraged attendees to help increase new membership by telling colleagues about the benefits of IACRAO, as word of mouth is the best way to attract new members. Maria reported that she recently represented IACRAO at a hearing held in Chicago regarding the Academic Competitiveness Grant introduced by the Department of Education. Representatives at this hearing noted the burden that is placed upon institutions in order to implement and award the Grant. Maria reported that Kathie Beaty was the Bright Idea award winner this year. As

such, her IACRAO conference registration fee will be waived next year. She encouraged everyone to attend the session at which the Bright Ideas are being presented so that we may benefit from learning how other schools use their resources to attract and provide services to their students.

### **Archivist**

Dale Wolf reported that he is in the process of trying to obtain organization photos so that they may be archived for the future. This project will be ongoing for the next few years. The archives are up-to-date at this point; they are kept on file at the University of Illinois Urbana Champaign. Dale asked that members forward to him all emails, photographs, and other IACRAO business-related items so that they may be archived. Dale shared some of the past themes of the IACRAO annual conferences, along with comparisons of hotel room costs. He also shared a couple of interesting session topics from a 1956 conference: Social Factors in Academic Monitoring; Liberal Education and Its Relevance to the School. This year, Dale developed the IACRAO History Contest, the first winner of which was George Munley. George Munley and Jonathan Pickering both scored 9 out of 10, but George turned his answers in first, making him the winner.

### **Equal Education Opportunity Officer's Report**

Roslyn Castro shared the goals and objectives of the Diversity Caucus as well as the group's mission. Also, Roslyn invited attendees to come to the Caucus meeting at 5:30 in the Carlyle Room and reminded attendees that everyone is invited; the Caucus is not limited to a certain group.

### **Past President's Report**

Sheri Kallembach presented the slate of new officers for 2006-2007:

President-Elect: Adrienne Kellum McDay (William Rainey Harper College)  
Vice-President for Professional Activities: Dennis Kaczor ( Parkland College)  
Treasurer-Elect: Daniel Weber (Rush University)  
*Chronicle* Editor: Debbie Michelini (Eastern Illinois University)

Sheri also presented a proposed change to the By-Laws. The proposed change reflects a slight alteration of the duties of the Treasurer and Secretary. Currently, the By-Laws indicate that the Secretary maintains the Association's mailing list; the proposal is that this duty be moved to the list of the Treasurer's responsibilities. There is one minor correction to the handout that was distributed: The section describing the role of the Secretary should be Section 9 instead of Section 7.

*Motion: It was moved (Bill Karnoscak) and seconded (Brent Gage) to accept the changes to By-Laws as presented. Motion passed.*

Sheri then discussed the Scholarship Committee that was developed. Two scholarships of \$500 were granted. One of the scholarships is targeted to a student from an underrepresented population. The Scholarship recipients for this year were: Jordanna Pulliam and Laci Hoskins. Sheri recognized the Scholarship Committee for their efforts and noted that those interested in serving on the Committee should contact either her, their District Chair, or Alice Medenwald.

### **President Elect's Report**

Ron Gregoire reported that 150 people registered for the conference; 100% of which was done online. He reminded attendees to complete their session evaluations and their overall conference evaluations so that the Conference Planning Committee can plan an even better event next year. Ron thanked the Local Arrangements Committee for their invaluable assistance. Special thanks were offered to Bruce Oates for being the Local Arrangements Committee Chair. Bruce was presented with a plaque on behalf of IACRAO.

### **President's Report**

Alice Medenwald began by recognizing the Conference exhibitors and thanking them for their support. She specifically thanked Credentials, Inc. for developing our online registration process, which they did at no charge to IACRAO.

Alice asked first-time attendees to stand and be recognized. She encouraged them to get involved in IACRAO leadership positions. Alice also recognized Sue Blasi and Helen Campbell, both of whom will be retiring soon. Each Past-President of IACRAO was asked to stand and be recognized. These attendees included:

Kathie Beaty  
Mike Henry  
Sheri Kallembach  
Gwen Kanelos  
Carol Kreider  
Dale Wolf  
Don Gwinn

Alice presented plaques to the outgoing Executive Board members and to the District Chairs in recognition of their service to IACRAO. She thanked the current Executive Board members for their support, with special thanks being given to Ron Gregoire for his support and hard work. She also thanked Bruce Oates for his hard work and patience. Alice recognized her administrative aide, Robin Morgan, by presenting her with a token of appreciation for her support during Alice's reign as IACRAO president. Alice ended her report by encouraging everyone to get involved in IACRAO. She referred them to the handout that was distributed addressing this opportunity.

## **AACRAO Representative**

Dan Garcia, Vice President for Access and Equity, brought greetings from AACRAO, and thanked Dale Wolf for the delightful archivist report. Dan reminded attendees that the upcoming annual AACRAO meeting will be in Boston, Massachusetts in February 2007; the Strategic Enrollment Management conference will be in Phoenix, Arizona next month (November 2006). Dan informed attendees of a motion that he introduced to AACRAO (as a result of the Dues Task Force report) to change the way in which fees are assessed. It is his desire that we change assessment from being based on headcount to being based on FTE, which should treat colleges with fewer fulltime enrollments more equitably.

Dan congratulated everyone for such a wonderful conference and extended his appreciation for being invited.

## **Old Business**

No old business.

## **New Business**

President Alice Medenwald reported that the Executive Board decided to suspend funding a state reception at annual AACRAO conferences because the expense is too great. The plan is to identify a more productive way in which to utilize those funds. Alice reminded attendees that next year's AACRAO conference is to be held October 24-26, 2007 in Collinsville, Illinois.

Alice reminded everyone to attend the District Meetings, and she recognized outgoing District Chairs, who also served as the Conference Program Committee:

Ann Kalas, Northwest District  
Mindy Reach, Southern District  
Eric Gunnink, Northeast District  
Susan Dagit, West Central District  
Les Cromwell, East Central District

The President then recognized outgoing Board Members Maria Moten, Sheri Kallembach, Ron Gregoire, Wendy Raver and Angie Byrd.

Finally, President Medenwald passed the gavel to incoming President, Ron Gregoire. Ron thanked Alice for caring so much about IACRAO, and he presented her with a plaque in recognition of her outstanding performance as President.

*President Gregoire adjourned the meeting at 1:15 p.m.*

Minutes submitted by:  
Nickie Matheny, IACRAO Secretary