

IACRAO Executive Board
October 27, 2006 Meeting Minutes
Wyndham Hotel & Resort, Chicago, Illinois

Call to Order

Ron Gregoire, President, called the meeting to order at 11:25 am.

Current board members present: Alice Medenwald, Ron Gregoire, Roslyn Castro, Reo Wilhour, Tina Collins, Adrienne Kellum McDay, Sonia Fischer, Debbie Michelini, Dennis Kaczor, Dan Weber, Andy Kindler, Therese Lux and Nickie Matheny.

Introductions

Ron Gregoire greeted the new Executive Board and introductions were made.

Annual Conference Review

Ron Gregoire reported that he does not have the final numbers for the conference yet. He has all of the evaluations and will process those and prepare a report. The Planning Committee will then use the feed back from this conference to plan next year's conference.

Tina Collins, Web Site Manager suggested having the new member orientation and the opening session locations closer together or having more time between them. Many of the members of OAROSUI had to leave their meeting early in order to get to the orientation session on time.

Secretary

Nickie Matheny asked all the board members to make a copy of their reports and any other documents for the Executive Board Meetings to assist her in preparing the minutes.

Treasurer

Reo Wilhour reported that IACRAO wrote some checks and received some checks at the conference. He reminded everyone to download reimbursement forms for the Executive Board Meetings and submit them to him at the meetings. Reo reported the membership list has grown and he will forward that list to Tina Collins to have the web site updated.

Past President

Alice Medenwald reported the need to follow up with those who have not yet paid for the conference and send bills to PICU, ICCAROO, and OAROSUI if they ordered refreshments for their meetings. Alice asked if the Credentials site will still be available to update but no one is certain. Alice stressed the need to promote the Scholarship Committee and the scholarships and asked for ideas on how to do this. Alice asked that the chairs to email Ron with the names of the volunteers for the committee. Alice mentioned that Ron will not be able to attend this years Leadership Conference in Washington. Adrienne McDay, the President Elect is already going but representing another organization, therefore, Alice has volunteered to go again. The board members agreed that we should have Alice attend.

VP for Professional Activities

Dennis Kaczor reported that he met with Maria Moten, the outgoing VP and he received his job description.

President-Elect

Adrienne Kellum McDay reported that she has received her job description and the contracts for the Annual meetings.

EEO Officer

Roslyn Castro reported that the Diversity Caucus had an amazing turn out. She estimated attendance to be 20-30 attendees. Roslyn received some great ideas for the coming year.

Chronicle Editor

Debbie Michelini reported that she met with Wendy Raver and received her job description. The Fall issue of the Chronicle was already released by Wendy and Angie and the deadline for the next issue is February 1st. The district chairs need to submit an article when they have the details of their district meetings so the meetings can be promoted in this issue. Debbie said she would like to see a Diversity section in each edition of the Chronicle.

Web Site Manager

Tina Collins asked the new board members to bring a photo to the next meeting, email her a photo or be prepared to have their photo taken by Nickie Matheny at the December board meeting. These photos will be placed on the web site. Tina reported she received the flash drives from Bruce Oates and will work on getting the presentations on-line. Tina suggested that the district chairs could get some good ideas for their district meetings by reviewing these presentations. Tina asked the board how long we should keep older members "active" if they have not paid their dues, which are due in July. The board agreed to discuss at the December board meeting.

Archivist

Dale Wolf was not in attendance and no report was submitted.

District Chair Reports

East Central

Sonia Fischer was not in attendance and no report was submitted.

North East

Therese Lux reported that the North East Secretary/Chair Elect is Cortney Kohn from Robert Morris College. There is a tentative date set for the district meeting of March 16, 2007 at Lewis. Rush University volunteered for the meeting site for 2008. Therese reported that Eric Gunnink from St. Francis and Jonathan Pickering from North Central College have volunteered for the Communications Committee and she may have one volunteer for the Membership Committee.

North West

Jill Bier was not in attendance and no report was submitted.

Southern

Jacob Fessler was not in attendance. Tina Collins reported on behalf of Jacob that the Southern District had selected a date for their meeting.

West Central

Andy Kindler reported that Brian Clevenger from University of Illinois Springfield is the new Secretary/Chair Elect. Andy mentioned possibly combining the district meetings of West Central and East Central since they are both relatively small.

President

No report submitted.

Old Business

No old business to discuss.

New Business

Ron suggested possibly moving the Executive Board Meeting site to Heartland Community College. It was decided to continue to have the meetings at ISU.

Adjournment

Motion: It was moved (Tina Collins) and seconded (Therese Lux) to adjourn the meeting at 12:10 p.m. Motion passed.

Respectfully submitted,

Nickie Matheny
Secretary