

IACRAO Annual Business Meeting Minutes
October 25, 2012
Doubletree Hotel
Alsip, Illinois

Call to Order

President Sheree Stilwell called the meeting to order at 12:44 p.m.

Sheree asked all first time attendees, Past Presidents, exhibitors, Executive Board, and district chairs and secretaries to stand.

Sheree thanked NSC for donating the conference bags, Parchment for donating the flash drive wristbands, and Credentials for sponsoring the conference registration.

Sheree thanked the exhibitors for attending the conference.

Sheree introduced the board members: Andy Kindler, President Elect; Courtney Kohn Sanders, Past President; Heather Yeager, Secretary; Jennifer McClure, Treasurer; Jason Rotzoll, Archivist; Chris Leopold, *Chronicle* editor; Pam Walden, Technical Support; Dave Gasparic, Professional Activities Officer; Jeff McGoy, EEO Officer

All annual meeting attendees were welcomed.

Secretary Report

Heather Yeager presented the minutes from the 2011 IACRAO Annual Business Meeting.

Jennifer McClure amended the 2011 Annual Business Meeting minutes to include the change of “2011-2012 Fiscal Year Report” to “2011-2012 Annual Budget.”

Courtney asked for a motion to accept the minutes as amended.

Motion: It was moved (Jess Ray) and seconded (Adrienne McDay) to accept the minutes as amended. Motion passed.

Treasurer Report

The net asset total to date is \$124,247.25. The estimated bill for this conference is \$28,551.

IACRAO currently has 75 institutional memberships with a total of 418 members.

Jennifer McClure, Pam Walden, and Jeremy Bradt are working on an online membership module for 2013.

Jennifer McClure requested a motion to accept the 2012-2013 budget as presented.

Motion: It was moved (Jennifer McClure) and seconded (Courtney Kohn Sanders) to accept the proposed 2012-2013 budget as presented. Motion passed.

Jennifer McClure requested a motion to make the 2012-2013 Fiscal Report available for future audit.

Motion: It was moved (Jennifer McClure) and seconded (Courtney Kohn Sanders) to make the 2012-2013 Fiscal Report available for future audit. Motion passed.

Professional Activities Officer Report

Dave Gasparic thanked everyone for participating in the Minute to Win It games Wednesday night.

He reminded the membership that the Bright Ideas session will be held on Thursday afternoon.

Archivist Report

Jason Rotzoll is working with Peter Hood at U of I to organize and store all of the items that are in the archives now. He is working on the format of the archives, as there are pictures, binders, documents and floppy disks.

Equal Education Opportunity Officer Report

Jeff McGoy encouraged members to get involved at the district level, and stated that he is excited to work with the district chairs. He encouraged members to contact him with diversity issues to discuss at future conferences.

Past President Report

Courtney Kohn Sanders stated that there are no bylaw changes.

Samantha Zelm from McHenry County College transferred to UIUC and was selected for the Leadership and Service Scholarship. Jenny Tan from Moraine Valley Community College transferred to Governors State University and was selected for the Leadership and Service Scholarship for Underrepresented Students.

Thirteen students applied for the scholarships this year. Ten students applied for the Leadership and Service Scholarship, and three students applied for the Leadership and Service Scholarship for Underrepresented Students.

Daniel Weber is the nominee for the President-Elect position, and Jeremy Bradt is the nominee for the Treasurer-Elect position for 2012-2013. Their biography sheets are on the tables.

Motion: It was moved (Heather Yeager) and seconded (Andy Kindler) that the nominations be closed. Motion passed.

Motion: It was moved (Jeff McGoy) and seconded (Adrienne McDay) to accept all new Executive Officers. Motion passed.

President Elect Report

Andy Kindler recognized the local arrangements, technology, and conference planning committees. He thanked all of the members for attending the conference.

Service Acknowledgements and Awards:

Past President: Courtney Kohn Sanders

West Central District Chair: Evan Stanley
East Central District Chair: Jennifer Harbaugh
Northeast District Chairs: Daniel Weber and Katherine Thompson
Southern District Chair: Heidi Scott and Debby Herzog
Northwest District Chair: Pamela Medema
Local Arrangements Chairs: Katherine Thompson and Dave Gasparic
Technology Team: Pam Walden and her staff
President Elect of AACRAO: Adrienne McDay
AACRAO representative: Jeffrey von Munkwitz-Smith
President: Sheree Stilwell
President Elect: Andy Kindler

President Report

Sheree Stilwell encouraged everyone to mark their calendars for October 23-25, 2013 for next year's conference in Bloomington. She announced that AACRAO will be held April 14-17 in San Francisco.

AACRAO Representative

Jeffrey von Munkwitz-Smith thanked Andy Kindler and Sheree Stilwell for the invitation to the conference. The Haunted Tour was the most fun event that he has attended at a state or regional meeting. He stated that he is enjoying the sessions and is having a great time.

Mike Reilly, President of Enrollment Management at Humboldt State University in Humboldt, WA, is the new Executive Director of AACRAO. He has created Twitter, Facebook, and LinkedIn accounts for AACRAO. Nominees for open officer positions have been announced. Adrienne McDay will become President at the April meeting. The nominee for President-Elect is Brad Meyer Ohio State. The nominee for Vice President for Academic Records is Tina Faulkner from the University of Minnesota. Registration opens at the end of October for AACRAO in San Francisco. There is a record number of session proposals.

Jeffrey von Munkwitz-Smith thanked the membership for the invitation to the AACRAO conference.

Miscellaneous Information

Old Business

None

New Business

None

Passing of the Gavel

Sheree Stilwell thanked everyone for the opportunity to serve as President. She thanked the board for their help. She then passed the gavel to Andy Kindler.

Andy Kindler announced that the President-Elect, Secretary, Professional Activities Officer, and Equal Education Opportunities Officer positions will need to be filled for the 2013-2014 year. The District meetings will follow the annual business meeting. The districts should appoint their secretary at the meeting.

Andy Kindler reminded the membership to complete the session evaluations and the conference evaluation at the end of the conference. The evaluations provide invaluable information to the Board. The evaluations can be dropped off at the registration table or with Andy.

Adjournment

President Andy Kindler adjourned the meeting at 1:29 p.m.

Motion: It was moved (Courtney Kohn Sanders) and seconded (Adrienne McDay) to adjourn the meeting. Motion passed.

Respectfully submitted,

Heather Yeager
IACRAO Secretary