



2021 Annual Business Meeting Minutes  
Thursday October 28, 2021 – Zoom (Conference) Call

**1. Call to Order/Welcome:** President Marc Dale, Jr called the meeting to order at 10:37a.m. (Quorum of 51 met at 10:36 a.m.)

**2. Report of Officers**

**A. Secretary**

Secretary Cassandra Spila was not present at the meeting. Marc Dale Jr. presented the minutes from the 2020 annual business meeting. (It was noted minutes for this meeting would be completed by Emily Nicholson with Nathan McCoy as back-up.)

*Motion: It was moved by Dena Lawrence to approve the 2020 annual business meeting minutes.*

*Seconded by Tedra Mewhirter.*

*Motion was approved with all aye, no noted opposed, and no noted abstention's.*

*Motion was approved.*

**B. Treasurer**

Treasurer Tenial Whitted provided a report on the 2020 expenses. With our remote activities from the past year we ended up about \$7,000 ahead. Which can be used for our 100<sup>th</sup> anniversary celebration. Tenial presented proposed budget for 2022-2023 (FY23).

*Motion: The approval of the proposed IACRAO budget for the 2022-2023 year comes as a motion from IACRAO's Executive Board and does not require a second.*

*Motion was approved with all aye, no noted opposed, and no noted abstention's.*

*Motion was approved.*

**C. Equal Educational Opportunities Officer**

Report moved in normal structure as Katherine Delgado was not initially present. Reported that looking forward to work with Tedra next year.

**D. Professional Activities Officer**

Katy Saalfeld discussed the Bright Ideas session that is usually held during the annual conference. The winner of the Bright Ideas contest is awarded free conference registration at the next annual conference. Because the 2021 conference was free for everyone, the 2019 winner, Mark Mountain, will be able to use his free registration for the 2022 conference.

**F. Archivist Report**

Archivist Nathan McCoy reported that the UIUC libraries continue to house the IACRAO archive collection. He further reported that he continues to collect and catalog documents to be placed with the archive at UIUC and is almost finished cataloging those materials already in his possession. Due to the pandemic, Nathan has still been unable to make a trip to deliver the items he currently has. It was noted once dropped off items may take up to a year to be cataloged in the archives. Please contact Nathan for other items that need to be delivered to archives.



### **3. President Reports**

#### **A. Past President**

Past President Brian Clevenger announced the winners of the 2021 IACRAO scholarships. The Leadership and Service Scholarship is awarded to:

Victoria Thoman

Victoria is transferring from the College of Lake County to the University of Illinois Urbana-Champaign. Victoria wanted me to express her sincere appreciation for being awarded the Leadership and Service Scholarship.

The Leadership and Service for Underrepresented Students Scholarship is awarded to:

Laura Garcia

Laura is transferring from Black Hawk College to the University of Illinois Urbana-Champaign. Like Victoria, Laura was thrilled and thankful at having been selected as the recipient of the Leadership and Service for Underrepresented Students Scholarship.

Scholarships are typically funded by t-shirt sales, raffles, etc. This year, the IACRAO Executive Board decided to fund the scholarships using our general funds. When we are once again able to meet in person, we encourage IACRAO members to partake in these fundraisers, as proceeds will be applied towards the two IACRAO scholarships.

I would like to take just a moment to recognize the efforts of one of our retirees. Gene Magac worked for a number of years at Southern Illinois University Edwardsville. He was extremely active in IACRAO and was the recipient of the 2019 Distinguished Service Award. He is also the creator of the annual “Bright Ideas” award given out during our annual conference. Gene took it upon himself to reach out to his fellow retirees to donate to IACRAO to help fund our scholarship fund. So far, we have received upwards of \$3,000 in donations as part of this effort. I would like to recognize and thank Gene and those who contributed for their continued efforts to support our scholarship fund.

The 2021-2022 slate of officers was provided to the membership thru the listserv and on the IACRAO.org website.

The nominee for Equal Education Opportunities Officer is Tedra Mewhirter from Northern Illinois University

The nominee for President-Elect is Katy Saalfeld from Northern Illinois University

The nominee for Professional Activities Officer is Sarah Hartman from Parkland College

The nominee for Secretary is Abby Schierer from Bradley University

The nominee for Treasurer-Elect is Gretchen Taylor from College of DuPage

*Motion: It was moved by Angela Snow to close the nominations for the 2022 Slate of Officers  
Seconded by Dena Lawrence*

*Motion was approved with all aye, no noted opposed, and no noted abstention's.*



*Motion was approved.*

*Motion: It was moved by Katherine Delgado to accept the slate 2022 of officers.*

*Seconded by Andy Kindler*

*Motion was approved with all aye, no noted opposed, and no noted abstention's.*

*Motion was approved.*

Brian announced that there are no bylaw changes for this year.

The Distinguished Service Award was established in 2014 and recognizes an active or retired member of IACRAO who has had 5 or more years of involvement in the organization. and who has provided outstanding, ongoing contributions. This award is given annually and the recipient is selected by the IACRAO Board.

Brian presented this year's Distinguished Service Award to Dan Weber.

*Dan served as IACRAO President in 2014, and held other officer roles on the IACRAO Board before that time. Dan's contribution and care for IACRAO are numerous, and many of his contributions are still in effect today. Here are some of the highlights:*

- *IACRAO's current bylaws were instituted during Dan's presidency. He was a main contributor to them.*
- *He's the founder/creator of IACRAO's Distinguished Service Award, again during his presidency.*
- *Dan's a frequent contributor to IACRAO, presenting sessions on FERPA, Registrar 101/102, and many more.*
- *Dan served as a mentor when the mentoring program was implemented.*
- *His experience includes serving as an external reviewer for an IACRAO institution.*
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*Dan's commitment to the registrar profession is known within the state, but also at the national level of AACRAO.*

Dan expressed his thanks and surprise. Along with his love and appreciate of the organization.

This will be Brian's last year as a member of the IACRAO board. Brian thanked the IACRAO membership for their support and encouraged members to continue to get involved in ICARAO even through these unprecedented times.

## **B. President-Elect**

President-Elect Jennifer Harbaugh thanked the membership for attending the conference and acknowledged several individuals that were key to planning the annual conference.

- Tammy Thomas, Southern Illinois University Edwardsville
- SIUE Information and Technology Services team
- Marc Dale
- Brian Clevenger
- Chris Huang
- Angela Snow
- Emily Nicholson



- 2020-21 Executive Board
- 2021 conference attendees

Gretchen commented that Jen is an inspiration. Her positive outlook has made it wonderful to work with her. We are looking forward to working under you.

### C. President

President Marc Dale expressed his appreciation for the opportunity to serve as IACRAO President. Marc outlined some of the board's accomplishments for this year.

1. This year, we were able to launch AmazonSmile. The Executive Board worked this year to come up with new ideas for fundraising, and this one rose to the top. AmazonSmile is a simple and automatic way for you to support charitable organizations, and in our case, IACRAO for our scholarships. Upon selecting IACRAO as your charitable organization, Amazon will donate a small portion of eligible purchases to us. So, if you haven't already, please make sure you visit AmazonSmile to select IACRAO as your charitable organization. It's a quick and easy way to support our IACRAO scholarships. And, there's no cost to you! So, before you start your holiday shopping, I'd like to ask all of you who have Amazon packages coming home every day, please select IACRAO as your charitable organization. It takes just a few seconds to do this.
2. As Brian stated before, this year, Gene Magac, a past president of IACRAO, reached out to our board to request to perform a special fundraising initiative. He worked to perform outreach to IACRAO past presidents and alumni to ask for donations for our IACRAO scholarships given that many of our students may be facing financial hardships during these times. We appreciate their efforts to support the students at our campuses during this time!
3. The District Chair and Chair-Elects were able to successfully hold our very first all-district virtual seminar this past March! I commend this group for working together and thinking outside of the box to offer this professional development opportunity for our membership. So, a big thanks to all of them for pulling this together this year.

Marc Dale Acknowledge and thanked the outgoing board members and members transitioning to new roles on the board as well. Outgoing from roles are:

District Chairs:

- Gretchen Taylor, NE District Chair Will be remaining as Treasurer-Elect
- Tedra Mewhirter, NW District Chair [Will Remain as EEO Officer](#)
- Kyle Merkle, East Central District Chair
- Zoe Kudla-Polay, West Central District Chair
- Polly Walters, Southern District Chair

Officers:

- Cassandra Spila, Secretary
- Tenial Whitted, Past Treasurer and Acting Treasurer
- Katy Saalfeld, Professional Activities Officer (who will remain on the board as President-Elect)
- Katherine Delgado, Equal Educational Opportunities Officer
- Brian Clevenger, Past President

### 4. AACRAO Report

No AACRAO report given

### 5. Old Business

There is no old business to discuss.



## **6. New Business**

Chris Huang reminder everyone that AACRAO elections are soon and we have an Illinois member running for a role.

Save the Date – 100<sup>th</sup> (that's right, 100<sup>th</sup>!!!!) Annual Conference, Oct. 26-28, 2022, in Alsip. Really want to take the time to celebrate big. Want to be in-person.

## **7. Passing of the Gavel:** At this time, the gavel was passed from Marc Dale, Jr. to Jennifer Harbaugh, as Jennifer became the new IACRAO President.

Quorum: 57 11:15 am

## **8. Adjournment**

Motion: It was moved by Jess Ray and seconded by Angela Snow to adjourn the meeting.