

**OACRAO Board of Directors Minutes**  
**June 20, 2004**  
**Holiday Inn Express - Greenfield, Indiana**

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Members Present: Connie Goodman, Marian Hogue, Sue Schillings

Members Absent: Amy Adams, Allen Cole, Kathy DiFranco, Bob Kubat, Steve Midkiff

Guest: Lorinda Bishop

**Items of Business:**

- Report from the President – Marian Hogue
  - Our incorporation continues toward completion. We are required to have a statutory agent for ongoing contacts. Marian has volunteered to serve in that capacity so mailings will be directed to her at Case. Should we need to change this in the future, there is a \$25 charge. The initial filing fee of \$125 has already been paid. It was suggested we consider hiring an accountant as we become incorporated.
  - Amy Hammett, custodian of the OACRAO listserv received a request from an out-of-state school to be added to the listserv to obtain contact information. A decision was deferred due to lack of a quorum. It was suggested that the Bylaws Committee review Article 2, Section 4 and consider an amendment to include a policy for non-Ohio institutions.
  - The newsletter has been distributed via a pdf to the OACRAO listserv. It will also be placed on the OACRAO website.
- Treasurer's Report – Marian Hogue on behalf of Kathy DiFranco
  - A new \$10,000 CD has been opened at Huntington Bank. For future reference, we can do necessary paperwork via mail as board members change.
  - Exhibitor monies need to be forwarded to Indiana ACRAO as they are beginning to incur expenses. To date we have 8 exhibitors.
  - Membership bills will need to be mailed soon. Due to our incorporation, we will need to discuss the process at our next meeting.
- Great Lakes 2004 Conference – Lorinda Bishop
  - The theme is "A Step in the Right Direction". Wednesday evening we will have a speaker at the hotel and Thursday we will have dinner at the NCAA Hall of Fame along with a walking tour. Full conference registration is \$150.00 and parking will be \$9.00 per day. How to get more admissions staff involved continues to be an issue. A suggested topic of interest to many is the applicability of transfer courses, not just the transfer of credits via the transfer credit module. A more complete discussion of conference logistics and content will occur during the meeting at the hotel on Monday, June 21<sup>st</sup>.
- Great Lakes 2004 Program Sessions – Sue Shillings
  - Program sessions will need to be confirmed by the end of July so marketing of the conference can begin.
- There was a general discussion of the new members, how to get them involved more quickly and how to format the new member session(s) at the conference.
- The next OACRAO Board meeting will be August 11<sup>th</sup> at 10am at Capital University.

Respectfully submitted,  
Connie Goodman for Steve Midkiff