

**OACRAO Board of Directors  
September 16, 2005  
Meeting Minutes**

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**Members Present:**

Beth Egan, Don Foster, Connie Goodman, Sue Schillings, Linda Young

**Guests:**

Frank Yanchek, OACRAO 2005 Columbus LAC Co-Chair

**President Connie Goodman called the meeting to order.**

**President's Report – Connie Goodman**

- Hotel contracts for the Toledo (2006) and Dearborn (2008) conferences have been signed. The Dearborn conference will include the Indiana and Michigan state associations.
- Brad Myers from Ohio State has indicated that planning for the Dearborn conference will begin next summer. He will provide the Board with a progress report at that time.
- Dave Sauter from Wright State is developing a proposal for a Past Presidents' Scholarship to be awarded by the Scholarship Committee.

**Approval of Past Minutes**

The June 21 minutes will be approved at the October 7 meeting.

**Secretary's Report**

Steve was unable to attend the meeting. Don Foster will record today's meeting minutes.

**Treasurer's Report – Linda Young**

- Second notices for membership renewal will be sent. We are at the halfway point with receiving dues.
- The Scholarship Committee submitted the names of the five scholarship recipients who are from Capital University, Marietta College, Miami University, The Ohio State University and Ohio University respectively.
- Mileage reimbursement has increased to 48.5 cents to match the revised federal rate.
- There are some checking account reconciliation issues with PayPal. Frank Yanchak will refer this to Jack Miner for resolution.

### **Columbus LAC Report – Frank Yanchak**

- The LAC last met in August at Franklin University.
- A reminder about the Columbus conference will be sent to the membership soon. Sue Schillings will route the reminder to the Ohio Transfer Council listserv person.
- The hotel web information is not correct.
- The Thursday night movie is for sure. The Columbus Blue Jackets hockey team has an away game.
- LAC is working on giveaways.
- Huck House will be the recipient of our giving-back-to-the-community effort. Jack Miner will notify the membership of donation details.
- Jack will also send reminders to the membership about door prize donations.
- There are more exhibitors than previously anticipated. All will be accommodated.
- Windbreakers and vests were discussed again. Jack will be asked to do further checking.
- Restaurant hosts for Thursday night will be sought.
- Frank will see if Jack can put the sponsorship opportunities for exhibitors on the association website.
- Frank distributed a written LAC update as well.

### **VP Programs – Sue Schillings**

- The latest version of the slate of sessions was distributed.
- There is the possibility of an additional session on Thursday.
- The number of exhibitor sessions has not been limited. Do we need to limit these? Don will add this topic to the Board retreat agenda.

### **VP Workshops – Beth Egan**

- The two pre-conference workshops are finalized.

### **VP M&M – Don Foster**

- Don will ask Wendy Lambing to arrange for staffing of the M&M table at the registration check-in area and also identify what items are to be available at the table.
- Sue will ask Amy Adams from Capital University to be the facilitator at the new member meeting including being in charge of the new member bingo activity.
- Don will ask Jeannine Shambaugh from Aultman School of Nursing (who is an M&M Committee member) to solicit for mentors via the OACRAO listserv.
- Connie will ask Jack Miner to periodically give her the names of new members who have registered.

### **Past President's Report – Connie reporting for Marian**

- The Board nominations for presentation to the membership are: President-Elect: Sue Schillings from Cuyahoga Community College; Secretary: Mary Southards from Kent State University/Stark; Vice-President Membership & Mentoring: Frank Yanchak from Franklin University; Vice-President for Programs: Treva Hanseman from University of Cincinnati.
- The By-Laws Committee needs to address what to do about institutions that do not pay their annual membership dues.
- Reminders need to be made throughout the conference for voting members to bring their ballots to the Friday business meeting.
- Linda needs to bring a list of paid voting members to the conference.
- Marian needs to prepare two ballots: (1) the slate of Board officers including "Other" beside each position in case of write-ins and (2) the slate of Nominating Committee members.

### **President Elect's Report – Don Foster**

- A draft of the 2006 OACRAO budget has been prepared and will be finalized for distribution at the next Board meeting.

### **New Business**

- Connie moved and Beth seconded the following award nominations: Lorinda Bishop from the University of Toledo for the Garland G. Parker Award; Dave Sauter from Wright State University for the Linus J. Ryland Award. Motion passed 5-0-0.

The meeting adjourned.