



2013-2014 OACRAO Board Meeting
Monday, April 21, 2014 9:00 a.m. - 10:00 a.m.
Conference Call

Participants: Jeannine Shambaugh, Deb Benton, Dan Wilson, Chris Dorsten, Cheryl Gloege, David Schneider, and Cindy Davis all participated. Molly McDermott was absent.

Jeannine called the meeting to order at 9:00

There were no additions to the agenda

President Report

- Jeannine noted that plans are moving forward for OSI this summer. There have been conference calls to facilitate planning and Dan is working on getting the two tracks of events and topics finalized.
- Communication to the membership about OSI will be included in the May newsletter.
- The next Board meeting on May 14 will be at Mohican State Park and will include a tour of the OSI facilities.
- There was a discussion about the vendor sessions at the annual meeting. It was agreed that vendors would have the option of presenting a 60-minute session. There are six of these slots available. Should more than 6 vendors want to participate, 45 minute sessions will be available.
- Continuing the focus on preserving historical information, Cindy will find someone to help look at the CDs from Dave Sauter, the Historian, and will report back at the next meeting.

President-Elect Report - Deb

- We are moving forward with the new website hosted by AACRAO. They have created a “playground” for us to use to verify if this format will meet our needs. If Connie feels this is an appropriate solution, the Communication Committee shall work to determine the layout and content of the website.

Treasurer Report - David

- The IRS has released the necessary tax forms. David will file the taxes before the May 15 deadline.
- The recording of fees for 123 Sign Up has been changed.
- David is working on registration forms for the summer workshops.

Secretary Report – Cindy

- Dan moved to approve the minutes from the March meeting. Cheryl seconded the motion.
- The Board approved the March minutes.
- Next month’s newsletter will feature Workshops including OSI.

VP Membership Report

- No report.

VP Workshops Report – Cheryl

- The Residency Workshop has been moved to June 6.
- A Support Staff workshop will be held on July 25.
- Prior Learning Assessment (PLA) and FERPA are likely to be the focus of the pre-conference workshops.

VP Programs Report - Chris

- Will work to finalize conference sessions in June.

Past President Report – Dan

- OSI planning is underway. Tim Amyx, Director of Admissions and College Registrar, Volunteer State Community College is going to serve as a faculty member.
- Send Dan any suggestions for the Nomination and Election committee for this year.

Old Business

- The By-laws will be the main agenda item for the next meeting. All Board members should read the by-laws before then and bring a copy with them to the meeting.
- Branding- Logo/Format: The Communication Committee will work on that after finishing the historical project.

New Business

- Deb reports that the Government Relations Committee met April 9 via conference call. There will be a face to face meeting in May. They plan to continue the monthly newsletter update and are looking to be involved with the Residency workshop in June.

The Board adjourned at 9:54

Next meeting: May 14 at Mohican State Park