



2013-2014 OACRAO Board Meeting
Monday, August 4, 2014 10:00 a.m.
Otterbein University

Participants: Jeannine Shambaugh, Deb Benton, Dan Wilson, Molly McDermott, Cheryl Gloege, David Schneider, and Cindy Davis all attended. Chris Dorsten participated via phone. Don Foster, LAC Co-Chair, attended the beginning of the meeting.

Jeannine called the meeting to order at 10:05

LAC Update – Don

- The event schedule has been updated slightly. A Nature Hike was added to Friday morning necessitating an earlier breakfast start time.
- There is still a need for volunteers to help with technology needs during the conference, as well as a need for more projectors if we want to have one in each room.
- Opening and closing speakers have yet to be selected, so the LAC is asking for Board help with that.
- Because of space considerations, only 12 exhibitors will be able to attend. We currently have one on a “wait list”.
- Jared Morosco is working on the golf outing. Credentials is sponsoring this event.
- There will also be a wine tasting event on Tuesday afternoon. Beth Stiles and Steven Mentz are coordinating this.
- Food costs seem to be increasing each year with no corresponding increase in registration fees. The Board might need to consider a fee increase moving forward.

There were no additions to the agenda

President Report

- Cindy will complete the project to gather old committee lists before the next meeting. Everything has been gathered- we just need .pdf copies for the web.
- Jeannine led a discussion of potential award winners (if any) to recommend to the Nomination and Elections Committee.
- The Board will plan to meet on Tuesday at the conference at 4:30 – which is in between the afternoon activities and the cook-out.

President-Elect Report - Deb

- No report.

Treasurer Report - David

- The Board affirmed that it did not want the organization to pay for presenter’s travel to the conference
- David has boxes of CDs that appear to contain the history of OACRAO. He is going to check with David Sauter to see what should be done with them

- Dues invoices for 2014/2015 will be mailed soon.
- David has found a couple of options that can be used as a web forum for members to post questions and answers online that will be available for others to review. Both seem easy to use.
- The Board was reminded that they agreed to donate at least one basket to the silent auction at the conference.

Secretary Report – Cindy

- Dan moved to approve the minutes from the June meeting. David seconded the motion.
- The Board approved the June minutes.
- The Board reviewed a test version of the website hosted by AACRAO. Even though there are concerns that people will be confused by the buttons across the top pointing to AACRAO information and not OACRAO information, it was decided to go ahead with this solution. A home page that spells out what is where should be helpful.
- Branding standards were presented. The Board made some suggestions which will be incorporated in the final results.
- The next newsletter will highlight the Scholarship committee. Also included will be items from Nominations and Elections, Membership and Mentoring, and Bylaws Committees as well as write-ups from OSI and the Support Staff workshop.

VP Membership Report

- Dan made a motion that the Board vote to limit membership to people working at institutions in Ohio only. Cindy seconded the motion.
- After some discussion, the motion was passed. All are welcome to attend the conference regardless of membership status.
- Molly is going to create an OACRAO account on Linked In since many of our members are on Linked In and it is a site focused on professional connections and development.
- There will be a new member event at the conference held in Jeannine's room. It will be later in the afternoon on Wednesday. Molly will work with Chris on an exact time.

VP Workshops Report – Cheryl

- The Support Staff Workshop was well received.
- Numbers seemed to be down a bit. Perhaps this workshop could be given in multiple locations (NE and SW Ohio?) next year.
- The FERPA pre-conference workshop is set to go. Jack thought there might not be enough interest in the Prior Learning Assessment workshop to go through with it. However, 2 of the 12 people registered for the conference so far have signed up for this workshop. The Board will monitor this and ask Jack to plan to offer the PLA workshop.

VP Programs Report - Chris

- There are 6 exhibitor sessions being given during the exhibitor session timeslot. There are two others at other times. If any others are interested, the Board agreed that they should be told there are no other presentation times available.
- A discussion was held about facilitators for sessions. It was agreed that they should be called "Hosts" and the Presenters would be asked if they wanted a Host for their session. Oftentimes Presenters prefer to handle those duties themselves. Molly will try to recruit last year's new members to serve as Hosts.

Past President Report

- OSI went well, but numbers were disappointing especially for Track 2. Evaluations were positive.
- Dan will convene a meeting of the Bylaws committee next week.
- The Nomination and Election Committee will also meet very soon. Dan has received a few nominations for Board positions, but none so far for the N&E representatives.
- A discussion of the Fiscal Committee was held. Dan might try to schedule a conference call or meeting with the committee to review the proposed budget before the conference. The suggestion was made that the Fiscal Committee should audit the books during the Planning Meeting in February rather than during the Annual Meeting in the Fall.

Old Business

- There was no discussion of Old Business.

New Business

- None.

The Board adjourned at 1:37pm.

Next meeting: Monday, September 15 at Ohio State University.