

OACRAO Town Hall Meeting
Meeting Minutes
Maumee Bay State Park
October 6th, 2010

Treva Hanseman called the meeting to order at 5:30PM. She started by explaining that the web-site would not be available for review due to the fact that the new web manager, Becky Jolly, took ill and would not be in attendance.

Treva then introduced the AACRAO representative, Nora McLaughlin (AACRAO President Elect), and asked her if she would like to make any comments.

Nora began by introducing some changes that were in the works for the way in which AACRAO governs itself. The results of a Governance Task Force (GTF) report led to several recommended changes to the AACRAO Governance structure.

One of the GTF recommended changes would be the creation of an Advisory Committee to advise Barmak Nassirian. Brad and Nora are going to Chicago to discuss the GTF recommendations in the coming days.

The GTF also looked at restructuring the AACRAO Board using a consulting firm called BoardSource to get ideas on ways to better structure the Board and its membership. BoardSource recommended:

- 1) Getting away from having Board Member portfolios in favor of having more "at-large" board members.
- 2) Program Committees will be given more tactical authority.
- 3) The Board will go from 10 to 14 members with staggering of terms to give better continuity.
- 4) N&E should be very sensitive to giving diverse representation of school demographics and functions.
- 5) N&E should present competitive lists of candidates for positions.
- 6) Electronic balloting should be implemented.
- 7) External directors should be elected by the Board.
- 8) Board members should have 3 year terms.
- 9) External directors should have 2 year terms.
- 10) The Board should elect its own officers.
- 11) There should be a change to the Chair's term of office.

Dave Sauter asked about the change in terms and number of board members and the relationship with N&E.

Nora replied that 1 member of N&E would be board appointed. N&E will provide as many as twice the number of candidates as there are board openings. Coupling this with external directors begin board appointed should improve the functioning of the Board.

Wendy Lambing asked when we would be asked to vote on these changes.

Nora said that some of these changes would not require any by-law changes. If the governance changes are supported by the board, we could see this voted on at the annual meeting in Seattle.

Brad Myers said that even if the changes are approved at the Seattle meeting, they would take several years to be fully implemented.

Jack Miner said that this could open up the possibility to join the Board to more people. If all elections are at the national level this puts certain states at a disadvantage.

Nora agreed but said that with more at-large positions there are people that might run who would be pigeonholed otherwise.

Dave Sauter said that he believes these changes are a good idea, and he asked how responsibilities may change under the new rules.

Nora said that Board members should all be championing causes and problems, not just the Board member with the "international" or "diversity" in their title. She said that in order to transition some of the day-to-day activities to program committees, the Board has created a "Program" subcommittee to evaluate meeting and delivery opportunities.

Dan Wilson asked if there would be new positions required outside of the Board to cover the "tactical" responsibilities that may be transitioned off of the Board.

Nora said that the Board may adjust its interaction with program committees, but that she did not foresee many changes to the make-up of those committees.

Glenn Davis said that AACRAO needs to keep in mind that under the current fiscal climate we all need to be able to justify AACRAO membership to our campuses. He recommended that the Board help package an argument for membership as well as for meeting attendance.

Nora said that this is sometimes even a problem for Board members themselves, as the time and resource requirements for Board participation can compete with the needs of their campuses.

Dave Sauter sent his compliments to the Board for expanding delivery options beyond the annual meeting.

Nora said that AACRAO also launched a Professional Development conference in an effort to improve the value for members.

Mark Solomon asked if there were many cross-organizational conversations with other national higher education groups.

Nora said that there is some such communication by the Board, and she said that the national offices do also sometimes talk.

Jack Miner encouraged people to sign up for committees at the national level. He said that many schools are implementing rules that unless you have an official role in the conference you cannot attend. Committee participation gives a path to funding annual conference participation.

Nora supported this comment by saying that committee participation also helps keep you current on issues and trends within higher education.

Lakisha Mays then mentioned that Admissions representation is needed on these committees.

Treva then thanked everyone for coming and adjourned the meeting at 6:10 PM.

OACRAO Business Meeting
Meeting Minutes
Maumee Bay State Park
October 7th, 2010

Treva Hanseman, OACRAO President, began the meeting by introducing the present Board Members: Frank Yanchak, Past-President; Jack Miner, President-Elect; Susie Ward, VP/Programs; Deb Benton, VP/Workshops; Linda Young, Treasurer (mention why Linda isn't with us today); Carol Jones, Treasurer-Elect; Jeannine Shambaugh, VP/Membership & Mentoring; and Dan Wilson, Secretary.

She also introduced the AACRAO Representative, Nora McLaughlin, as well as the past presidents, retirees, LAC co-chairs Connie Goodman and Rachel Schaeffer.

Next she introduced the LAC Exhibitor Coordinator Don Foster, and invited him to the podium.

Don Foster introduced co-chair Cindy Davis and then introduced each of the Exhibitors present.

Following these introductions, Treva returned to the podium and called the meeting to order at 12:18 PM. She appointed Brad Myers as the parliamentarian

Treva called attention to the minutes of the 2009 Business Meeting. A motion was made and seconded to approve these minutes, and the minutes were unanimously approved.

Next Treva introduced the Carol Jones, Treasurer Elect, and invited her to the podium.

Carol presented the annual profit/loss report. She then asked that Institutional Representatives contact her if they did not receive a bill for OACRAO membership dues. Next she introduced Frank Yanchack, Past-President, and invited him to the podium.

Frank Yanchack introduced the audit-committee members and reported that the books were found to be in good order. Frank then introduced Susie Ward, VP for Programs.

Susie Ward thanked everyone for helping make a successful conference. She then introduced the individual Program Committee Chairs and Committee Members. Next she introduced the incoming Program Committee Chairs and asked for volunteers for Program and Operating Committees. She pointed out the Committee Participation form and invited people to sign up for committees.

Susie said that the first Program Committee Meeting would be in February, with more information coming out in the coming months.

Next Susie introduced Deb Benton, VP of Workshops, and invited her to the podium.

Deb Benton reported that there have been a total of 129 participants in workshops in 2010, and she introduced the workshop presenters. She asked that people forward suggestions for future workshops to the Board.

Next Deb introduced Jeannine Shambaugh, VP for Membership and Mentoring, and invited her to the podium.

Jeannine gave an update on the M&M committee and asked all of the new members to stand and be recognized. She reported that we have 132 schools with a total of 517 members. Next she introduces the M&M Committee and reminded people to sign up for committees.

Jeannine then introduced Cindy Swope, chair of the Scholarship Committee and invited her to the podium.

Cindy introduced the Scholarship Committee members and announced the scholarship recipients. She reminded everyone that the silent auction closes @ 5:30.

Cindy then introduced Sue Shillings and invited her to the podium.

Sue introduced the Communications Committee and thanked Becky Jolly for volunteering to spearhead the web-site redesign. She also thanked Connie Goodman for her years of service as web-master. Sue then announced that Cheryl Gloege will chair the Communications Committee in the coming year and she will also look for ways to deal with issues related to the newsletter. Sue encouraged committee signup using the signup sheets.

Sue then introduced Jack Miner and invited him to the podium.

Jack gave an introduction to the new web-site, including a video produced by Jack, Frank, and Dave Sauter to demonstrate the web-video capabilities of the new web-site.

Jack then discussed the 2011 budget, which was moved, seconded, and unanimously approved by the membership. Then Jack invited Treva back to the podium.

Treva introduced the Communication Committee, and introduced Dave Sauter as the organization historian.

She then presented plaques to the outgoing Board members; Deb Benton and Frank Yanchack, and she sent out thanks to Linda Young and announced that Linda was not there due to family obligations.

Treva then asked if there was any old-business.

Hearing none, she moved on to new business and introduced Frank Yanchack, Past President and Chair of the Nominating Committee.

Frank asked the members of the Nominating Committee to stand and be recognized. He then announced the newly appointed board members: Mei Severns – President Elect, Misty Singer-Mahefkey – VP Workshops. He also reported the newly appointed members of the N&E Committee: Dave Sauter and Don Foster – Past Presidents. Fran Campbell and Ann Dulaney – At Large Members.

Frank then announced that Lorinda Bishop was awarded Honorary Membership.

Next he announced that the Linus J. Ryland award was given to Sue Shillings.

Following brief remarks from Sue, Frank announced that the Garland G. Parker award was given to Jack Miner.

Jack gave brief remarks thanking OACRAO and its members.

Treva then came up and performed the passing-of-the-gavel to Jack Miner. Jack presented Treva with a basket and thanked her for her work in service of OACRAO.

Jack then gave some remarks about OACRAO and what he sees coming in the year ahead, and he thanked the membership for giving him the opportunity to serve as President.

Next Jack introduced the LAC Chairs for 2011 and gave a preview of the Deer Creek facility for the 2011 meeting.

He reminded everyone that the silent auction would end at 5:30, and invited everyone to visit with the exhibitors.

Meeting adjourned at 1:26 PM.