



2013-2014 OACRAO Board Meeting
Friday, March 21, 2014 10:00 a.m. - 11:00 a.m.
Salt Fork Lodge and Conference Center

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

Jeannine called the meeting to order at 10:34 following a tour of the Salt Fork facilities with the local arrangement committee

There were no additions to the agenda

President Report

- The Board discussed the AACRAO representative, Tina Falkner's, participation at the annual meeting. The topics for presentation will be succession planning and staff development.
- The layout and timing of the conference and annual meeting events were discussed and finalized.
- Jeannine will clarify with the LAC if they want assistance with securing opening and/or closing speakers for the annual meeting.
- The agenda for the Town Hall meeting was discussed. Planned topics include: introductions, any by-law changes, a communication update including the potential new website
- Contracts have been signed for the next four annual meetings.
- There was a discussion on how to gather and store historical documents such as contracts, committee lists, etc. Many Board members received information from their predecessors but that process doesn't always occur.

President-Elect Report - Deb

- There are 19 registered so far for the Ohio dinner at The Broker during the AACRAO conference.
- The next Board Retreat will be held November 16 – 18 at the Metzger Center.

Treasurer Report - David

- David will file the taxes for the organization once the IRS is able to receive them.
- The LAC is working with David for registration for the annual meeting via 123 Sign Up.

Secretary Report – Cindy

- David moved to approve the minutes from the February meeting. Cheryl seconded the motion.
- The Board approved the February minutes.
- Cindy plans to begin work on standardizing the branding of the organization.

VP Membership Report – Molly

- The new member reception will be held in Jeannine's room at the conference. Also session 3 will be the time for the new member session.
- Molly is focusing on reaching out to unpaid members.

VP Workshops Report – Cheryl

- A Support Staff workshop will be held in June. A Residency workshop will be held over the summer.
- Prior Learning Assessment (PLA) and FERPA are likely to be the focus of the pre-conference workshops.

VP Programs Report - Chris

- Sessions for the conference were reviewed. No major changes were made.

The Board adjourned at 12:00

After lunch a presentation was given by Tim Rager of AACRAO about the possibility of having OACRAO's website hosted through AACRAO.

Next meeting: TBD. Conference call in April and/or May 14 at Mohican.