I. **Call to order:** The 26th Annual Meeting was called to order at 12:37 p.m. by President Steve Ekerholm at the Angel Fire Resort in Angel Fire, New Mexico. Steve noted that a quorum for any association meeting, annual or special, shall include the presence of at least one delegate from 25% or more of the member institutions with each state represented by at least one institution. He had determined through consultation with the local arrangements chair and the vice presidents that a quorum exists.

Steve recognized the current board members:

Kathleen Sena, President Elect and 2002 LAC Chair – University of New Mexico
Linda King, Past President – Casper College
Becky Barnes, Vice President, Colorado – University of Northern Colorado
Ruth L’Esperance, Vice President, New Mexico – University of New Mexico at Los Alamos
Laurie Watkins, Vice President, Wyoming – Western Wyoming Community College
Tamara Lehner, Historian – University of Wyoming
Nolan Oltjenbruns, Secretary – Colorado State University
Scheherazade Downey, Treasurer – University of Denver
Sally Page, Newsletter Editor – University of Colorado at Boulder

Steve also acknowledged the Past Presidents who were present. Finally, Steve recognized the presence of Paul Aucoin, AACRAO Vice President for Association and Institutional Issues. President Elect Kathleen Sena recognized and thanked all the vendors, many of whom were present at the luncheon and business meeting. Distribution of certificates of appreciation to all the presenters had already been done at the Annual Meeting opening session.

II. **Minutes of the 2001 Annual Meeting:** The minutes of the 2001 Annual Meeting were submitted by Secretary Nolan Oltjenbruns. They were approved as submitted.

III. **Report from Treasurer:** In the absence of Treasurer Scheherazade Downey, Nolan Oltjenbruns submitted the Treasurer’s report. The report included 2001-2002 Financial Status, 2001-2002 expenses, the 2001 Annual Meeting Report, 2001-2002 account activity, the Professional Development Scholarship proposal, and the 2002-
2003 Proposed Expense Budget. The Treasurer’s Report was accepted as submitted. It was moved and seconded to approve the Proposed 2002-2003 Budget. The motion carried.

IV. **Report from AACRAO:** Paul Aucoin extended greetings from AACRAO on behalf of President Heather Smith, Executive Director Jerry Sullivan, and the entire Board of Directors. He gave special recognition to the following RMACRAO members who have served during the past year on AACRAO committees:

- Beth Lebsock – Centennial Coordinating Task Force
- Emita Samuels – International Issues
- Rodney Anderson – Distance Education
- Scheherazade Downey – Registration and Academic Support
- Pat Trainor – Graduate and Professional Schools
- Dave Beckham – Member Services
- Kathleen Sena – Information Systems and Technology
- Luz Barreras – Nominations and Elections (last year)
- Barbara Todd – Nominations and Elections (this year)

Paul encouraged all RMACRAO members to join AACRAO if they hadn’t already, and to get involved in AACRAO committee work.

Paul also reported that AACRAO’s financial status is becoming more solid and secure each year. A solid financial reserve fund has been established, and continues to grow. AACRAO expects to realize a 9% increase in dues revenue this year, and also expects to be able to reduce its expenses. The annual meeting in Minneapolis was very successful, and plans for next year’s meeting in Washington, D.C. are well underway.

Paul described the structure of the AACRAO web site, including the services available in both the member and non-member areas. He mentioned the various workshops being held during the coming year, and also AACRAO’s role in IPEDS reporting and the SPEEDE/EDI project. Finally, Paul stressed the importance of volunteerism as an enhancement to one’s professional life.

At Paul’s invitation, Barbara Todd spoke to the membership about the new on-line process for submitting nominations for committees and leadership positions.

Steve presented a gift to Paul, on behalf of RMACRAO.

V. **Report of the President:** Steve closed out his term as President by expressing his thoughts about the tumultuous year the nation has experienced, and the new perspective about volunteerism, friends, and family that he has gained during the year. He then expressed his appreciation to exiting Board members:

- Ruth L’Esperance – Vice President, New Mexico
VI. **Incorporation:** Steve summarized the executive committee’s work during the past few years, in preparation for becoming incorporated. The membership had been given an opportunity to discuss the issue at the town meeting held the previous day. Randy Kouba, University of Colorado – Colorado Springs, moved to accept the articles of incorporation and to instruct the current executive committee officers to sign and file the document. Allan Eddy, Colorado State University, seconded the motion. The motion passed.

VII. **Nominations and Elections:** Linda King announced the results of the Executive Board elections, and asked each person to stand:

Nolan Oltjenbruns, Colorado State University – Secretary
Sylvia Castillo, New Mexico State University – Vice President, New Mexico
Tamara Lehner, University of Wyoming – President Elect

Steve declared these candidates, having received a majority vote, to be elected. Steve also presented a plaque to Linda in recognition of her service as Past President.

VIII. **RMACRAO 2002 Review:** Steve introduced Kathleen Sena and presented a gift to her in recognition of her work in the roles of President Elect and Local Arrangements Chair. Kathleen also recognized and presented certificates of appreciation to all the members of the Local Arrangements Committee.

IX. **RMACRAO President 2002-2003:** Steve formally introduced Kathleen Sena as the 2002-2003 RMACRAO President, and passed the gavel to her. Kathleen shared her thoughts about twenty-five years of RMACRAO history. She read a portion of the minutes from 1977, and commented that in spite of the changes in technology, many of the issues current at that time remain current today.

X. **New Business:** No new business was presented.

XI. **RMACRAO 2003:** Kathleen introduced Sherri Waggoner of the Fort Lewis College, who gave an overview of planning for next year’s Annual Meeting to be held in Durango, Colorado. The meeting dates will be July 16 through July 18, 2003.

XII. **Adjournment:** A motion was made, seconded, and passed to adjourn. The meeting adjourned at 1:26 p.m.

Submitted by:

Nolan Oltjenbruns
Secretary