I. **Call to Order:** The 31st Annual Meeting was called to order at 12:15 p.m. on Thursday July 19, 2007 by President Mary Angell of the College of Santa Fe, at the Stanley Hotel in Estes Park, Colorado. Mary Angell indicated that a quorum was present as established by the association by-laws.

Mary Angell recognized the current board members present:

Tammy Aagard, President-Elect, University of Wyoming  
Laurie Watkins, VP for Wyoming, Western Wyoming Community College  
Lara Medley, VP for Colorado, Colorado School of Mines  
Rosie Corrie, VP for New Mexico, Clovis Community College  
Sally Page, Newsletter Editor, University of Colorado at Boulder  
Kathleen Sena, Exhibitor Liaison, University of New Mexico  
Steve Ellis, Historian, University of Colorado at Colorado Springs  
Corey Wahl, Web Developer, University of Colorado at Boulder  
Shelly Loomis, 2007 LAC Chair, Colorado State University

Mary Angell introduced the distinguished guest, Dan Garcia Vice President for Access and Equity. Dan is from West Texas A&M University where he is the Assistant Vice President for Academic Affairs and the Dean of Enrollment Management.

II. **Report from the Secretary:** The minutes of the 2006 Annual Meeting in Ruidoso, New Mexico, were submitted by Dawn Carver, Secretary. Tamara Lehner moved and Shelly Loomis seconded to approve the minutes as presented. The motion passed unanimously.

III. **Report from the Treasurer:**

A. The 2006-2007 budget was submitted by Stuart Thomas, Treasurer. Stuart noted that the revenue was just short of our goal as some dues will still outstanding. The 2006 annual meeting in New Mexico had a net gain of $626.26. It was also noted that there were no expenses for a reception at the AACRAO annual meeting in Boston. The decision was made to move $1500 of those funds to the Local Arrangements budget for the 2007 RMACRAO Annual Meeting. Bill Haid moved and Barbara Todd seconded the approval of the 2006-2007 budget as presented. The motion passed unanimously.
B. The 2007-2008 proposed budget was presented by Stuart Thomas, Treasurer. The revenue from dues assumes the previous year’s anticipated level of membership plus one new member institution, provided Central New Mexico Community College is approved at $180 per year. There is a small increase in Executive Committee expenses due to the addition of the Web Developer position on the board. Schez Downey moved and Nolan Oltjenbruns seconded the approval of the proposed 2007-2008 budget as presented. The motion passed unanimously.

IV. Report from the AACRAO Representative: Dan Garcia reported that AACRAO is the oldest and largest association for Enrollment Managers and will be 100 years old in 2010. Dan talked about a couple of goals for AACRAO:
   1. Identifying and establishing professional standards and practices and to convey these practices through publications.
   2. Professional development through interacting with institutions in other states.
   3. Advocate for all members concerning national issues in education

V. President’s Report: Mary Angell noted that although the past year was a year of transition, this year has been a year of stability. With the Executive Board remaining intact, we were able to “gin momentum on projects that we felt were important to our membership. The RMACRAO website has been updated and made much easier to navigate thanks to our Web Developer Corey Wahl.

   Angell expressed her desire to post the presentations from our annual meeting on our website and encouraged all presenters to send their presentations to Corey after the conclusion of the 2007 Annual Meeting.

   Due to the low numbers of attendance at the AACRAO Annual Meeting on Boston, the board decided to forego the RMACRAO reception. An outing was planned for those in attendance. This year’s monies for the AACRAO reception were being used for the Thursday evening event at the meeting in Estes Park.

   The Exhibitor Liaison position recently added to the board is proving to be a success. Exhibitor participation numbers have risen to eighteen for this year’s annual meeting, up from ten a few years ago. Angell noted that working with one individual gives the exhibitors a more personal experience. It was noted that the exhibitors help defray the costs of various functions by sponsoring breaks and evening activities. The support from the exhibitors helps to keep the overall costs for the annual meetings down which, in turn, makes it more feasible for members to attend.

   Angell noted that the Board of Directors will continue to find ways to improve our association and to help more members become actively involved. You are always welcome to share your ideas, suggestions or concerns with any member of the Board of Directors.
Mary Angell introduced the board members who will be leaving the after this meeting.

Stuart Thomas – Treasurer
Lara Medley – VP for Colorado
Laurie Watkins – VP for Wyoming
Tammy Aagard – President Elect
Shelly Loomis – LAC Chair

VI. **Nominations & Elections Report:** As there was a vacancy in the Immediate Past President position, Angell served as the chair with each of the Vice Presidents and Dawn Carver assisting on the committee. Angell announced the results of the most recent election; declaring that the candidates had received a majority vote.

- President Elect – Lara Medley, Colorado School of Mines
- VP for Wyoming – Laurie Watkins, Western Wyoming Community College
- VP for Colorado – Kelley Christman, University of Northern Colorado
- Treasurer – Carolyn Gutierrez, University of New Mexico, Albuquerque

VII. **RMACRAO 2006 Review**

A. Program Committee – Tammy thanked all presenters and facilitators for volunteering to share their knowledge with the membership. She credited them with the success of the program.

B. Local Arrangements Committee – Shelly Loomis, LAC, provided an update to the conference activities, thanked the LAC members for their significant contributions to the annual meeting.

VIII. **Recognition of Retirees:** The following RMACRAO members retired during the previous year: Patsy Young – Regis University, Phyllis Bay – Denver University, Schez Downey – Denver University, Becky Barnes – University of Northern Colorado, Dr. Chestine Brohm – Central Wyoming College, Phyllis Arlington – University of Colorado Health Sciences, Vicki Fenner-Snyder – University of Colorado Health Sciences, Joe Von Seegren – Laramie County Community College, Tillie Trujillo – Colorado State University, James Ochiltree – Casper College, Darlene Lucero – University of New Mexico, and Jim Morfield – Metropolitan State.

IX. **Passing of the Gavel:** Angell passed the ceremonial gavel, tiara, royal jewels, and the special small gavel to Tammy Aagard.

A. Tammy Aagard thanked the past board members for all of their support. She talked about the power a large group such as RMACRAO has in influencing decisions and the direction of higher education. She noted that each member
is doing his/her part by coming to the conference and sharing your knowledge either through presenting, facilitating or sharing ideas at round table discussions

X. **New Business:**
   A. With the acquisition of our own URL and the exhausted efforts of working with AACRAO folks in designing our website, the board determined that it would be most effective to keep our web design and maintenance in-house. It was then decided to create a new Web Developer position, which will be presidential-appointed and not elected position. This position will be a non-voting member under Article IV, Offices and Agents, Section 4.07 Other Offices and Committees. The change in the text of the by-law has been provided for your review at each of your tables. This decision requires a change in our by-laws and the membership needs to vote on this change. It was moved by Teri Burleson and seconded by Barbara Todd to approve the by-law change to include the Web Developer position. The motion passed unanimously.

   B. Stuart Thomas presented a new membership application for Central New Mexico Community College. Dennis Becker moved and Kathleen Sena seconded the motion to approved Central New Mexico Community College as a new member. The motion passed unanimously.

XI. **Old Business:** Corey Wahl provided an updated and a brief demonstration of the RMACRAO web site.

XII. **RMACRAO 2008 Wyoming:** Tammy introduced the 2008 LAC Chair, Gay Gralheer and a presentation by the committee.

XIII. **Announcements:** Tammy presented Angell with a plaque to thank her for all of her hard work and going “above and beyond” her duties. She also asked all outgoing, current and new board members to remain afterwards for pictures.

XIV. **Adjournment:** A motion was made by Bill Haid and seconded by Nicole Candelaria to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 1:15 pm MST.

Respectfully submitted by:

Dawn Carver
Secretary