I. Call to Order: The Annual Meeting was called to order at 12:08 p.m. on Thursday, July 23, 2009 by President Lara Medley of Colorado School of Mines, at the Hyatt Regency Tech Center in Denver, Colorado. Lara indicated that a quorum was present as established by the association by-laws.

Lara recognized the current board members present for the meeting:

- Nolan Oltjenbruns, President-Elect and Program Chair for the 2009 annual meeting, University of Northern Colorado
- Kay Leum, Vice President for Wyoming, Western Wyoming Community College (not present at Annual Meeting)
- Kelly Christman, Vice President for Colorado, University of Northern Colorado
- Denise Esquibel, VP for New Mexico, New Mexico State University
- Jennifer Schufer, Secretary, University of Colorado at Boulder
- Kathleen Sena, Exhibitor Liaison, University of New Mexico
- Carolyn Gutierrez, Treasurer, University of New Mexico
- Sally Page, Newsletter Editor, University of Colorado at Boulder
- Tammy Aagard, Past President, University of Wyoming
- Steve Ellis, Historian, University of Colorado at Colorado Springs
- Corey Wahl, Web Developer, University of Colorado at Boulder
- Elena Sandoval-Lucero, 2009 LAC, Metropolitan State College of Denver

II. Minutes from the 2008 Annual Meeting: The minutes of the 2009 Annual Meeting in Laramie, Wyoming were submitted by Jennifer Schufer, Secretary to the membership for revision and/or approval. Christina Hoskinson (Sheridan College) moved and Barbara Tucci (Santa Fe Community College) seconded to approve the minutes as presented. The motion passed unanimously.

III. Report from the Treasurer

- The 2008-2009 Budget: Submitted by Carolyn Gutierrez, Treasurer. Revenue adjustment for College of Santa Fe due to its closure. AACRAO reception did not happen so there was no cost for this year. Added credit card fees and one-time start-up and transaction fees.

- The 2009-2010 proposed budget: Presented by Carolyn Gutierrez, Treasurer. LAC will have their own budget next year to assist with filing taxes. We'll also be able to look at state-by-state activity. Shelly Loomis (Colorado State University) moved and Barbara Todd (CU-Boulder) seconded to approve the budget. The motion passed unanimously.


- Work underway for the AACRAO Centennial Celebration in New Orleans in 2010. Very unique for higher education associations to have a centennial celebration.
- Task Force on Ethics has been at work – Board of Directors has received a preliminary report. Hope to have a revised code of ethics by the annual meeting in New Orleans.
AACRAO’s board of directors is being evaluated by a task force. Internal and external evaluations have indicated that the board may be getting away from the more traditional duties that are typical of a board. E-mail has been sent directing the membership to the web to see what this task force is doing. Urged people to pay attention to this.

Thanked all people who volunteer for AACRAO and encouraged more people to consider volunteering.

Annual meeting will be April 22-25, 2010 in New Orleans. Encouraged people to come if they are able even though there are a lot of budget short falls.

New strategic plan adopted and new mission statement approved at this year’s annual meeting.

V. President’s Report

Lara thanked Metro State and the Hyatt Regency Staff.

During this past year the Board of Directors focused on improving online services, and fiscal matters. Web and online payment came on board as did the RMACRAO forum. The Board welcomes a new position this year – treasurer elect. The board also had several webinar board meetings to save money and did not host an AACRAO reception. Pleasure and honor to work with the board this year.

Executive Members leaving this year
a. Kelly Christman, Vice President for Colorado
b. Kay Leum, Vice President for Wyoming
c. Sally Page, Newsletter Editor
d. Steve Ellis, Historian
e. Tammy Aagard, Past President

VI. Nominations & Elections Report

President-Elect – Barbara Tucci – Santa Fe Community College
Vice President for Colorado – Linsey Cornish – Colorado State University
Vice President for Wyoming – Lane Buchanan – University of Wyoming
Treasurer-Elect – Kathy Fuller – New Mexico State University

Lara declared the candidates elected because they had earned the majority of vote.

VII. RMACRAO 2009 Review

Recognition of Program Committee: recognized those that helped pull together presenters and volunteers. Lara presented Nolan with a gift of appreciation.
Recognition of Local Arrangements Committee: Elena recognized those that helped and gave appreciation for all the work they did at a really busy time at Metro. Lara presented Elena with a gift of appreciation.

VIII. Recognition of Retirees

Maureen Conners – University of Colorado at Boulder
Joyce Hays – University of Northern Colorado
Jeff Johnson – Metro State College of Denver
Shelly Loomis – Colorado State University
Mariette Rogers – Western State College

IX. Distinguished Service Award

Given to those members who have participated in the organization at numerous levels. Kathleen Sena presented the Distinguished Service award to Steve Ellis.

X. Old Business

RMACRAO Forum – Have you heard?
a. Goal is to bring the organization to the membership throughout the year.
Suggestions for how to utilize it – add a tab for the forum.org so it launches when you pull up the internet. Please post your opinion and share your thoughts.

- Taken some good steps with the web. CU-Boulder is now hosting the server for RMACRAO.

XI. **Passing of the Gavel:** Lara thanked the membership for the honor of serving the organization. Thanked Colorado School of Mines for supporting her service to RMACRAO. Lara invited Nolan to the podium for the passing of the gavel and the presidential dowry.
- Remarks from 2009-2010 President: Nolan thanked Lara for all of her work this past year and presented her with a plaque. Encouraged folks to use forum.org especially in tough economic times. Nolan hopes to continue to provide good services and be a good steward of funds. Appreciates the opportunity to be a good RMACRAO president.

XII. **New Business**
- New Member Applications
  - Argosy University of Denver. Skip Ackler (Colorado State University) moved and Barbara Todd (CU-Boulder) seconded. The motion passed unanimously.
  - Eastern Wyoming College. Christina Hoskinson (Sheridan College) moved and Lane Buchanan (University of Wyoming). The motion passed unanimously.
- Honorary Memberships:
  - Shelly Loomis. Skip Ackler (Colorado State University) moved and Sandy Calhoun (Colorado State University) seconded. The motion passed unanimously.
  - William Haid. Barbara Todd (CU-Boulder) moved and Shelly Loomis (Colorado State University) seconded. The nomination was approved unanimously.


XIV. **Announcements**
- Exhibitor area will close at 5:30 pm today and will not be open on Friday.
- Parking validations at registration desk.
- Photo will be taken on the stairs at 6 pm on Thursday prior to dinner.

XV. **Adjournment:** A motion was made by Janet Maestas (Metropolitan State College of Denver) and seconded by Nicole Candelaria (University of Wyoming) to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 1:12 pm MST.