I. Call to Order: The Annual Meeting was called to order at 12:39 pm on Thursday, July 22, 2010 by President Lara Medley of Colorado School of Mines, at the Buffalo Thunder Hilton Resort in Santa Fe, New Mexico. Lara indicated that a quorum was present as established by the association bylaws.

Lara recognized the current board members present for the meeting:

- Barbara Tucci, President-Elect and Program Chair for the 2010 Annual Meeting, Santa Fe Community College
- Lane Buchanan, Vice President for Wyoming, University of Wyoming
- Dahl Grayckowski, Vice President for Colorado, Colorado School of Mines
- Denise Esquibel, Vice President for New Mexico and 2010 LAC Co-Chair, New Mexico State University
- Kathleen Sena, Exhibitor Liaison and 2010 LAC Co-Chair, College of Santa Fe
- Carolyn Gutierrez, Treasurer, University of New Mexico
- Paul McCarty, Newsletter Editor, University of Denver
- Lara Medley, Past President, Colorado School of Mines
- Kelley Christman, Historian, University of Northern Colorado
- Corey Wahl, Web Developer, University of Colorado Boulder
- Jennifer Schufer, Secretary, University of Colorado Boulder (not able to be present at meeting)

II. Minutes from the 2009 Annual Meeting: The minutes of the 2009 Annual Meeting in Denver, Colorado were submitted by Lara Medley on behalf of Jennifer Schufer, Secretary to the membership for revision and/or approval. Sherry Gaugh (San Juan Community College) moved and Randy Kouba (University of Colorado Colorado Springs) seconded to approve the minutes as presented. The motion passed unanimously.

III. Treasurer’s Report:

- The 2009-2010 Budget submitted by Carolyn Gutierrez, Treasurer. To keep registration fees down the Board carried money forward from the previous LAC, the board has negotiated room rates and additional items to move towards a more successful result at the 2011 annual meeting. Credit card fees are increasing and we are trying to get a handle on how to better control those fees.
- The 2010-2011 Proposed budget presented by Carolyn Gutierrez, Treasurer. We will be losing ACT so there is a decrease in revenue for that item. There was an increase in the budget line item for Credit Card fees which is being taken from the Professional Development line item because that item is not typically completely used. Barbara Todd (University of Colorado Boulder) moved and Tammy Aagard (University of Wyoming) seconded to approve the budget. The motion passed unanimously.

IV. AACRAO Representative Report: Betty Huff, AACRAO President

- Currently 53% of AACRAO institutions have less than 2500 students. She presented additional statistics about the AACRAO membership.
Two strategic goals (1) Prepare AACRAO members to meet the challenge of the changing environment and (2) To serve in a role of advocacy for member institutions.

Upcoming meetings, SEM November 7-10 Nashville, Transfer Conf Feb 14-16 Chicago, AACRAO Seattle March 13-16 “Defining the Vision for the Next 100 Years”

V. President’s Report

- RMACRAO Board focused on ideas to improve communication with membership and registration services. Contracted with Cvent to make registration easier for the membership. The board has proposed creation of a new appointed position of Marketing and Communication Coordinator to improve the quality of communication with the membership.
- The board faced challenges with budget restrictions. The board worked to incorporate online as well as in person meetings, as well as working to reduce expenses.
- Executive Members leaving this year
  - Nolan Oltjenbruns, President
  - Jennifer Schufer, Secretary
  - Denise Esquibel, Vice President for New Mexico
  - Kathleen Sena, Exhibitor Liaison

VI. Nominations and Elections Report

- President Elect, Kelley Christman, University of Northern Colorado
- VP New Mexico, Carolyn Gutierrez, University of New Mexico
- Secretary, Kathy Kendall, Fort Lewis College
- Historian, Thomas Hartman, Argosy
- Exhibitor Liaison, Lara Medley, Colorado School of Mines

VII. RMACRAO 2010 Review

- Recognition of Program Committee: Barbara Tucci recognized those that helped pull together presenters and volunteers. Lara presented Barbara with a gift of appreciation
- Recognition of Local Arrangements Committee: Kathleen Sena and Denise Esquibel recognized those that helped and gave appreciation for all the work they did. Lara presented Kathleen and Denise with a gift of appreciation.

VIII. Recognition of Retirees

- Gordon Russell, University of Colorado Boulder
- Richard Geertz, University of Colorado Boulder
- Judy Layton, University of Northern Colorado
- Steve Ellis, University of Colorado Colorado Springs
- James Tidwell, University of Colorado Colorado Springs
- Kathleen Sena, University of New Mexico
- Lois Griesbaum, University of New Mexico

IX. Other Awards

- Distinguished Service Award - Given to those members who have participated in the organization at numerous levels. Kathleen Sena presented the Distinguished Service award to Tammy Aagard.

X. Old Business

- None

XI. Passing of the Gavel:
• Lara thanked the membership for the honor of serving the organization. Lara invited Barbara to the podium for the passing of the gavel and the presentation of the presidential dowry.
• Remarks from the 2010-2011 President. Next year we will work to fine tune the organization. Thanked the membership for the opportunity to serve the organization.

XII. New Business
• Honorary Memberships
  o Tom McKechney, Credentials Inc. Kathleen Sena (College of Santa Fe) moved and Barbara Todd (University of Colorado Boulder) seconded. Motion passed unanimously.
  o Joe Orndorff, ScripSafe. Kathleen Sena (College of Santa Fe) moved and Thomas Hartman (Argosy) seconded. Motion passed unanimously.
  o Christopher Kyle Sena. Lara Medley (Colorado School of Mines) moved and Nicole Candelaria (University of Wyoming) seconded. Motion passed unanimously.
  o Kathleen Sena. Lara Medley (Colorado School of Mines) moved and Kelley Christman (University of Northern Colorado) seconded. Motion passed unanimously.

XIV. Announcements
  a. Turn in evaluations at the Registration desk
  b. Pick up door prizes at the registration desk
  c. Dessert with exhibitors immediately following this meeting
  d. Turn in nametags for a chance to win a free registration

XV. Adjournment: A motion was made to adjourn by John Salnaitis (University of Colorado Colorado Springs) and seconded by Randy Kouba (University of Colorado Colorado Springs) to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 1:25 pm.