DRAFT
RMACRAO 2011 Business Meeting Minutes
July 21, 2011
Denver, Colorado

I. Call to Order: The Annual meeting was called to order at 11:54am on Thursday, July 21, 2011 by President Barbara Tucci of Santa Fe Community College, at the Denver Tech Center in Denver, Colorado. Barbara indicated that a quorum was present as established by the association bylaws. Barbara recognized the current board members present for the meeting:
• Kelley Christman, President-elect and Program Chair for the 2011 Annual meeting, University of Northern Colorado
• Lane Buchanan, Vice President for Wyoming, University of Wyoming
• Dahl Grayckowski, Vice President for Colorado, Colorado School of Mines
• Carolyn Gutierrez, Vice President for New Mexico, University of New Mexico
• Paul McCarty, Newsletter Editor, University of Denver
• Lara Medley, Past President and LAC Chair for the 2011 Annual meeting, Colorado School of Mines
• Nolan Oltjenbruns, Historian, Colorado School of Mines
• Corey Wahl, Web Developer, University of Colorado Boulder
• Kathy Kendall, Secretary, Fort Lewis College

II. Minutes from the 2010 Annual Meeting: The minutes of the 2010 annual meeting held in Santa Fe, New Mexico, were submitted by Kathy Kendall. Robin Alden, Mesalands Community College moved and Kimberly Bright, Lamar Community College, seconded to approve the minutes as presented. The motion passed unanimously.

III. Treasurer’s Report:
The 2010-11 Budget was submitted by Katie Pederson. She stated that we were living within our budget. The 2011-12 proposed budget was also presented by Katie. Barbara Todd asked that the Board include the revenue and expenditures for each annual meeting on the budget report in the future. Lara Medley, Colorado School of Mines made the motion to add this information to the budget. Barbara Todd, University of Colorado Boulder seconded the motion. The motion passed unanimously.
IV AACRAO Representative Report:  Luisa Havens, Vice President of Access and Equity
The membership can now attend AACRAO meeting virtually. There are 4 AACRAO meeting that meet annually:
Annual
SEM
Technology
Transfer

AACRAO provides several services for its membership.

V. President’s Report:
Barbara reported that during the past year the board focused on ideas to improve the budget process and accountability of the Local Arrangement Committee.

Executive members leaving this year:
Dahl Grayckowski, Colorado School of Mines, VP Colorado
Lara Medley, Colorado School of Mines, Past President
Lane Buchanan, University of Wyoming, VP Wyoming

VI. Nominations and Elections Report:
Lara reported the results of the recent elections:
Lane Buchanan, University of Wyoming, President elect
Katie Velarde, Colorado State University-Pueblo, VP Colorado
Stacey Maestes, University of Wyoming, VP Wyoming
Susan Foster, Fort Lewis College, Treasurer elect

BOD appointed Katie Pederson as Treasurer and Nolan Oltjenbruns as Historian upon the resignations of Kathy Fuller and Tom Hartman.

VII. RMACRAO 2011 review:
Recognition of Program Committee: Kelley Christman recognized those that helped pull together presenters and volunteers and presented them with gifts. Barbara Tucci presented Kelley with a gift of appreciation.

Recognition of Local Arrangements Committee: Lara Medley recognized those that helped and gave appreciation for all the work they did. Barbara Tucci presented Lara with a gift of appreciation.
VIII. Recognition of Retirees  
Terry Burleson, University of Colorado, Denver

IX. Other Awards  
Distinguished Service Award -- Given to those members who have participated in the organization at numerous levels.  
Lara Medley presented the award to Mr. LeRoy Rooker, AACRAO Senior Fellow

X. Web Developer Report:  
Corey Wahl stated the RMACRAO website is ready to undergo an overhaul. RMACRAO forum is being retired after the meeting.  
New technologies:  
1. Email list-serve(s)  
2. Twitter and Facebook  
3. Sharepoint server  
4. Host periodic webinars (free or small fee based)

XI. Old Business  
None

XII. Passing of the Gavel:  
Barbara thanked the membership for the honor of serving the organization.  
Barbara invited Kelley Christman to the podium for the passing of the gavel and the presentation of the presidential dowry.  
Remarks from the 2011-12 President: Kelley recognized all those that have encouraged her and thanked the membership for their trust in the BOD.

XIII. New Business:  
Applications for new membership:  
1. Lamar Community College-already a member-no action necessary  
2. Eastern New Mexico University Ruidoso- Carolyn Gutierrez, University of New Mexico, made motion to accept and John Salnaitis, University of Colorado-Colorado Springs seconded the motion. Motion passed unanimously.

Items to Vote On:  
Requested by-laws revisions:  

1. Exhibitor & LAC Liaison: Motion proposed by Robin Alden, Mesalands
Community College, and seconded by Diana Anglin, Colorado School of Mines, to have the Exhibitor Liaison also be the liaison to the LAC. The LAC will assist the President elect and the Exhibitor and LAC Liaison in planning and making arrangements for the Annual Meetings. Motion passed unanimously.

2. Marketing & Communications Coordinator: A motion was made by Katie Velarde, Colorado State University-Pueblo, to have the President appoint an institutional member as Marketing and Communication Coordinator. This two year term position shall be an ex-officio member of the Board of Directors with reappointment possible. Kimberly Bright, Lamar Community College, seconded the motion. The motion passed unanimously.

3. RMACRAO Honors & Awards: A motion was made by Robin Alden, Mesalands Community College, to create an Awards, Honors & Recognition Committee whose purpose shall be to identify Association members who deserve the recognition of the Association. This committee will be chaired by the immediate past president. Twila Humphrey, Pikes Peak Community College seconded the motion. The motion passed unanimously.

For the proposed amendment concerning honors and awards, Barbara Todd, University of Colorado-Boulder, suggested that there should be more criteria for the Distinguished Service Award. There were no concerns with the proposed Special Recognition Award. However, for Honorary Membership, it was suggested that the words ‘any annual meeting’ be removed from the first sentence of its description. Dennis Becker, University of Denver, made the motion to approve the descriptions of the honors and awards with the changes. Skip Ackler, Colorado State University-Ft. Collins, seconded the motion. The motion passed unanimously.

Honorary Membership:
Lara Medley presented honorary membership to:
LeRoy Rooker, AACRAO Senior Fellow

4. Proprietary Institutions:
Since there will be a lot of discussion concerning the change of status from Associates to full members, the topic was tabled. For-profit memberships are now considered associate members. A webinar Oct. 18th will be offered to discuss this issue. Board of Directors will be researching this.

XV. Announcements:
   Group photo will be taken in the lobby at 5:30pm
   BOD members will have photo taken after business meeting
   6pm BBQ at AVOW
   Comedy Works to meet at 5:45pm in lobby
   Leave name tag and wallet on table to win a free registration for 2012 annual meeting
   Dessert with exhibitors immediately following this meeting

XVI. Adjournment: A motion was made by John Salnaitis, University of Colorado-Colorado Springs and seconded by Jason Maxwell, University of Colorado-Colorado Springs to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 12:52pm.