Minutes of the RMACRAO Executive Committee  
July 21, 2000  
Cheyenne, Wyoming

I. **Call to order:** The meeting was called to order at 10:25 a.m. by Past President Luz Barreras, in the absence of President Linda King, at the Little America Resort in Cheyenne, Wyoming. It was noted that a by-law change needs to be proposed to create a formal mechanism for Executive Meetings to occur in the absence of the President.

II. **Approval of June 9, 2000 Minutes:** Secretary Nolan Oltjenbruns reported that former Secretary Vicki Hernandez agreed to e-mail the June 9, 2000 minutes to each Executive Committee member.

III. **LAC Report:** On behalf of LAC Chair Dean Bartow, Luz reported that 120 individuals attended the Annual Conference. Included in that number were 7 guests and 11 vendors. Conference attendees filled approximately 70 rooms at the resort. Breaks between sessions were discussed. Ideally, vendors should sponsor all breaks and provide door prizes at each. Snacks need to be replenished at each break. Luz indicated that she will work on a year-by-year, state-by-state analysis of conference attendance statistics. Jeff Hammer, 2001 Conference LAC, provided an overview of facilities at the Grand Junction Adam’s Mark Hotel.

IV. **President’s Report:** None

V. **President Elect:** Steve Ekerholm reported that planning is underway for the 2001 conference program. He is gathering session ideas.

VI. **Past President:** None

VII. **Treasurer’s Report:** Kathleen referred members to the report distributed at the Business Meeting. She also recommended a membership drive, to be coordinated by the Vice Presidents in their respective states.

VIII. **Vice President’s Report:** Travel grants were discussed. 6 grants were offered, of which 5 were actually used.

IX. **Newsletter Report:** Sally Page requested newcomer and retiree information, which could be published in the next newsletter. The next Directory is to be published in October, and should include the web site URL.

X. **November Budget Meeting:** To avoid weather concerns, it was agreed that a site visit to the Adam’s Mark Hotel ought to occur in November, rather than wait until February 2001. November 17 was selected as a tentative date.
XI. **Announcements & Other:** Kathleen indicated that she would handle updating the Constitution, and would provide it to Sally for the RMACRAO web site.

XII. **Adjournment:** The meeting was adjourned at 11:05 a.m.

Submitted by:

Nolan Oltjenbruns
Secretary