Minutes of the RMACRAO Executive Committee
July 17, 2003
Durango, CO

I. **Call to Order:** President Tamara Lehner called the meeting to order at 3:40 p.m. Present: Kathleen Sena, Nolan Oltjenbruns, Tamara Lehner, Sherri Waggoner, Scheherazade Downey, Mary Angell, Tammy Aagard, Edwin Preble, Sally Page. Absent: Linda Toohey, Alison McNulty.

II. **Secretary’s Report:** Secretary Nolan Oltjenbruns submitted the minutes of the May 30, 2003 meeting. He noted that those minutes had previously been distributed to the Board via the web. The minutes were approved, and will be submitted to Sally Page for display on the RMACRAO web site.

III. **Treasurer’s Report:**

Current status of membership dues: Scheherazade reported that the following members who have been re-invoiced have still not paid: UNM-Gallup, Western New Mexico University, Colorado Mountain College, and New Mexico Junior College. If not paid by the time current year billing occurs, these institutions will be removed from the membership rolls. Mesalands Community College (formerly Mesa Technical College) still needs to be approached about pursuing a regular membership. Ed Preble was acknowledged as the new Treasurer.

IV. **President’s Report:**

A. AACRAO Sponsored Web site: There was no additional discussion on this topic. It had been agreed at the business meeting that more information will be provided to membership via the newsletter.

B. Historian position: Tamara indicated that she would ask Jeff Gaiser if he would be willing to accept the appointment.

IV. **Past President Report**

A. Newcomer Breakfast: Kathleen reminded that Board to attend and participate in the breakfast on Friday morning.

B. Impact of incorporation on RMACRAO constitution and by-laws: Kathleen reminded the group that the task yet to be completed is to revise the Articles of Incorporation to include any constitution items that are not currently covered by the Articles. Then, action can be taken to eliminate the constitution, as the Articles are intended to replace it. She will bring a group together to accomplish this.

C. Honors and Awards: There was discussion of the need to review the criteria for both the Distinguished Service Award and the honorary membership. In addition the voting process also needs to be reviewed and revised.
V. **President Elect Report:** Scheherazade was recognized as the new President-Elect. No additional report was provided.

VI. **Newsletter Update:** Sally indicated that she will provide a “newsletter duties” list to each new Board member. Also, she will soon provide each Vice President the latest information on the professional development scholarships, so that the membership can be notified. Nolan will provide updated email lists, once the needed demographic changes have been entered into the database.

VII. **Local Arrangements Committee Report:**

Sherri’s excellent work in making local arrangements was acknowledged. No additional report was provided.

VIII. **Vice President Report:**

A. Colorado – Sherri Waggoner was acknowledged as the new Vice President – Colorado. No additional report was provided.

B. New Mexico – No report was provided.

C. Wyoming – Tammy Aagard was acknowledged as the new Vice President – Wyoming. No additional report was provided.

IX. **Old Business**

No old business was raised.

X. **New Business:**

There was discussion concerning the diploma fraud and transcript fraud issues as presented in particular sessions this year. The Board agreed to look into pursuing these issues at the association level during the coming year.


XII. **Adjournment:** 4:30 pm.

Submitted by:

Nolan Oltjenbruns
Secretary