RMACRAO Board of Directors Meeting  
Monday June 10, 2013  
Centennial Hall, Room 100, Colorado State University  
Fort Collins, CO  
Meeting Minutes

**Members Present:** Lane Buchanan, Cory Wahl, Stacy Maestas, Sally Page, Lara Medley, Paul McCarty, Nolan Oltjenbruns, Jacobo Varela, Kelley Christman, Chris Seng, Jamie Yarbrough, and Charlie Couch

1. Lane called meeting to order at 8:48am

2. Secretary Report (Charlie Couch)  
   • Approval of April 2013 Board of Directors Meeting  
     Minutes – *Kelley Christman motioned, Charlie Couch seconded: Minutes Approved*

3. Treasurer Report - No report

4. President Report (Lane Buchanan)  
   • Jason Maxwell resigned his duties on the board as communications and marketing rep. due to changed duties at UCCS.  
   • Discussion of Jason’s position; what roles does it play. Kelley shared it covered marketing annual mtg, communicating travel grant opportunity, etc.  
   • Is Wells Fargo the best place to hold group’s assets?

5. Past-President Report (Kelley Christman)  
   • Of the 60 institutions with voting rights, only 22 voted for new appointments  
   • Results: Charlie Couch– President Elect; Chris Seng – Treasurer Elect; Kyla Foltz – VP for Wyoming; Jamie Yarbrough – VP Colorado  
   • First Time Attendees for Conference- seating by birth month  
   • Board will introduce themselves; explain what favorite things they like about RMACRAO  
   • Kelley will work on script for conference  

6. President-Elect Report (Sally Page)  
   • Program completed for July annual mtg  
   • Facilitators found for all sessions  
   • Chris Seng will introduce opening speaker and closing speaker  
   • Speaker gifts-Jamie is handling  
   • Gifts for program/LAC committee – Lara is handling  
   • Gifts for Board and exiting members-Lane is handling

7. Local Arrangements Report (Jamie Yarbrough)  
   • 97 attendees thus far  
   • 1 honorary attendee  
   • 2 honorary exhibitors  
   • 28 signed up for pre-conference workshops thus far  
   • 6 additional reg promised from DU after July 1st  
   • 75% of CSU staff attending  
   • Folks bringing projectors – Charlie/Kelley, Lane, Sally, and Paul  
   • Hotel #’s to date: 33 rooms for Tuesday night; 50 of 90 for Wednesday night; 47 of 90 for Thursday night; 14 of 20 for Friday night  
   • $13,930 received to date in cc payments  
   • Registration has gone smoothly  
   • No sponsor for t-shirts yet  
   • NSC sponsoring bags for the conference

8. Exhibitor & LAC Liaison Report (Lara Medley)
• Smart Catalog sponsoring opening session
• Credentials sponsoring cook out evening
• Acalog sponsoring tumblers
• Certificates sponsored by University Tickets
• Paradigm – not sure what they will sponsor
• Ellucian not attending
• Lara will reach out to Colorado Springs school to see if anyone is willing to host in 2015.
• $32,980 received to date for conference; need 25 additional registrations to break even

9. Vice President’s Report
• Colorado – nothing to report beyond what’s been shared above
• New Mexico – for schools that have been dropped, what must they do to join back in? School must re-apply for membership
• Wyoming – nothing to report

11. Newsletter Editor Report (Paul McCarty)
• All is well

• Categorizing much of historical material; scanning it and uploading to website

13. Web Developer Report (Corey Wahl)
• New website up and running!!!
• Twitter and Facebook are also available
• The site offers integrated search capabilities
• RMACRAO listserv testing it and hope to have it available/advertise for the annual meeting

14. Marketing & Communication Coordinator Report
• No report

15. Old Business - none
• Nothing

16. New Business - none
• Travel grants 6, $100 to grant.
• Motion to grant all 6 to Colorado school attendees who qualify
  Grant approvals for CO– Kelley Christman motioned, Sally Page seconded; Motion Approved

17. Next Meeting will be July 19th in Fort Collins, CO.

18. Charlie moved to adjourn, Kelley Christman seconded.

19. Meeting adjourned at 11:05am