RMACRAO Board of Directors Meeting
Emergency Board Meeting
Wednesday, January 9, 2019

MINUTES

Attendees: Stacy Sharp, Alli McCown, Trish Torrez, Miori Jackson Gidley, Chris Bennett, Kristin Conway, Katie Pederson, Tracy Barber

1. Call to Order (Stacy Sharp) 1:33 p.m.
2. Established Quorum with sufficient voting members in the event voting was required
3. President Position (Stacy Sharp): Need to replace President Position due to the resignation of Ericks Humeyumptewa. He has left Colorado School of Mines
   a. Reviewed Bylaws: Section 3.05 Vacancies and this is allowable.
   b. Stacy spoke with Eriks and is aware that he can no longer serve in the President role.
   c. Chris will reset the email account password, and Stacy will email Jerry to remove him from the bank account/debit card. Stacy will follow up with Eriks to get the Presidents materials back, along with the plaque and gavel.
   d. Next steps: This occurred two years ago and the Past President stepped in to fill the role. Stacy Sharp is not able to stay on for an additional term as Past President when her term ends in July due to increased duties at UNC. Kristin has played a strong role as President-Elect in planning the annual meeting thus far and was commended for her hard work.
      i. The group shared the concern that we will have a knowledge and leadership gap if the Past President role is not filled. Several Past Presidents were consulted and are unable to serve again. The group brainstormed on other names. Jamie Yarborough (CSU) was suggested to fill the President role, then serve as Past President. Trish will follow up with her. Linda Nichols (Casper College) was suggested as another option. Alli will follow up on this.
   e. Newsletter is going out soon, but all agreed that an email should go out to the membership. Stacy will draft this once we have more information to share.

4. 2019 Annual Meeting
   a. We need more members to submit sessions in order for the conference to be successful. Only four submissions have been received thus far. Several officers shared that they are meeting soon to determine proposals and expect to have those in before February 1st.
   b. Kristin inquired if an AACRAO representative has been secured for the annual meeting. Stacy does not think this has occurred and forwarded the email from AACRAO to Kristin for follow up.
   c. Kristin has been working on the preferred hotel list and has found that the reservation rate is about 98% during this time. Our best bet may be to reserve a small block of rooms for out of town attendees. Kristin will research further options and work with Katie R. as LAC related to any contracts. We also need to be able to cancel the block without penalty if the rooms don’t fill up.
d. Miori suggested that we include a survey to members about those planning to attend, if they need hotel rooms, parking garage, how many days they plan to attend, if plan to present sessions. Chris and Stacy will draft the survey.

5. 2019 AACRAO Meeting
   a. Stacy contacted the hotel and is working on options for the RMACRAO reception
   b. Given the constraints at many institutions, we may not have a large presence at AACRAO. If so, it would not make financial sense to hold the reception.

6. February Meeting
   a. Stacy will work on the agenda and Miori has a space reserved at FRCC Westminster.

Adjourned: 2:06 p.m.