1. Call to Order (Stacy Sharp)
   a. Confirm Quorum (at 6 members)
   b. Call to order at 9:02 a.m.
   c. In Person: Jim Tisdale, Stacy Sharp, Miori Gidley, Amelia Jackson, Miori Gidley, Jerry Becker, Charlie Couch
      Phone: Geraldine Martinez, Debbie Giron, Alli McCown
      Absent: Stacy Maestas, Chris Bennett

2. Secretary Report (Miori Gidley)
   a. Approval of April 13, 2018 Board of Directors Meeting Minutes
      Motion by Geri, second by Charlie – motion passed

3. Treasurer Report (Geri Martinez and Jerry Becker)
   a. Budget Updates
      i. Account balances:
         - Checking $4104.37
         - Savings $29,682.25
   b. Update on status of dues collection
      i. Geri has not received any dues payments since 4.27.18
      ii. 22 institutions have not paid 2017-18 dues. This means their membership will expire at the end of June if not paid and they will need to reapply for membership
      iii. New payments will start July 1st for 2018-19
      iv. Discussion surrounding how to collect updated membership contact information. For 2018-19, use CVent and create an event for membership dues, collect contact information, college liaison, voting member point of contact. Miori will draft questions.

4. President Report (Stacy Sharp)
   a. Start working on the 2019 business meeting script
      i. Bylaw changes to vote on, and will write script with two options either to vote on all changes, or to vote separately. Changes are minor, mostly grammatical.
      ii. Any membership applications are due 30 days prior to the business meeting.
   b. 2018 Business Meeting Program Update
      i. President Appointment Positions Open-
         - Historian- no recommendations
         - Exhibitor & LAC Liaison recommendations: Stacy S. will contact CU-Boulder to see if they have any recommendations since they are hosting the next annual meeting.
         - AACRAO Government Relations Liaison – new position in bylaw changes. Charlie is willing to continue in the role.
5. Past-President Report (Stacy Maestas)
   a. Nominations & Elections Committee Update
      i. Preliminary results: Ballots have been submitted by eight institutions thus far, deadline is today, typical response is about 10% 
   b. Awards, Honors & Recognitions Committee Update
      i. Honorary membership, retirees and distinguished service: Posthumous recognition of Alex Gonzalez from University of New Mexico 

6. President-Elect Report (Jim Tisdale)
   a. Communication Update: Jim has been working with AACRAO who shared that other regional groups are using Member Clicks and Google Apps subscribers. Amelia will research Google options.
      i. Revisit at July board meeting 

7. 2019 Local Arrangements Report (Charlie Couch)
   a. Millennium Hotel contract updated, now includes $1000 deposit and bill upon event completion. Clarification needed on room rates and whether we can use the rates/agreements for CU. One option would be for CU-Boulder to pay the bill as they receive a discount from the hotel. RMACRAO would reimburse CU Boulder for the expenses should they agree to pay for it. 
   b. Request that we reduce the number of reserved rooms from 60 down to 35. We can change this up to 30-days before the event. 
   c. Planning to start for 2020 meeting to identify location and draft contract. Charlie will send out the RFP in CVent to look for most affordable option. 

8. Exhibitor & LAC Liaison Report (Charlie Couch)
   a. Updates covered above 

9. Vice President’s Report
   a. VP for Admissions (Alli McCown)
      i. Hosted Transfer Web Forum on 5/16, 13 attendees. Feedback regarding the limited attendee option with GoTo meeting. Amelia uses Zoom at CU, which might be an option. 
      ii. Revisited the Banner 9 topic for future web meetings, NCAA compliance and surveying the members for other suggestions. Jim will review the 2018 annual meeting submissions and contact the presenters to see if they would be interesting in a web session. 
   b. VP At Large (Debbie Giron)
      i. New Chancellor and President at NMSU
   c. VP for Records and Registration (Amelia Jackson)
      i. No updates 

10. Historian Report (Position is Vacant)
   a. No report as position is vacant 

11. Web Developer Report (Chris Bennett)
   a. Absent, but had emailed report with web updates.
12. Marketing & Communication Coordinator Report (Position is Vacant)
   a. No report as position is vacant
   b. Katie Peterson would like to continue if her new institution (Denver Seminary) applies
      for membership and allows her to continue with that role.

13. Old Business
   a. Nothing to report

14. New Business
   a. 2018 Business Meeting Location-Update from Miori
      i. Use CCCS WebEx: We can use Miori’s WebEx log-in. Miori will set up a meeting,
         and send log-in instructions to Charlie.
   b. Charlie update about CVENT for registration
   c. Stacy S. will get gift cards for outgoing officers (Debbie, Geri, Stacy M., Charlie)

15. Next Meeting, [July 12, 2018-following business meeting]
16. Adjourn at 11:15 a.m.