



## 2023 Business Lunch Meeting Minutes

Hocking Hills Lodge and Conference Center  
Thursday October 26<sup>th</sup>, 12:15pm

### The Meeting was called to order at 12:43 PM.

- President Bob Bulow welcomed the attendees.
- President Bob Bulow introduced the Board of Directors.
- President Bob Bulow introduced Past-Presidents in attendance: Carol Jones, Deb Benton, Dan Wilson, Jack Miner, Frank Yanchak, Chris Dorsten, Molly McDermott-Fallon, David Schneider, Sue Shepherd.
- Announced new retirees: Jeannine Shambaugh, Yadi Collins.
- Announce one more transition: Deb Benton is not retiring, but will be leaving the registrar's office at Ohio University, after 22 years as the university registrar and 30+ years in the registrar's office.
- Bob thanked the LAC Co-Chairs for their hard work. Jayme Arnett and Frank Yanchak stood for recognition. Bob presented gifts to Jayme and Frank.
- Bob invited LAC Exhibitor Coordinator Sue Shepherd to the podium and Sue introduced the exhibitors in attendance.
  - Toni Birth, KeyPlus
  - Matt Dudas and Julie Wakefield, Parchment
  - Kelly Ertel and Ed Wiczulis, College Source
  - Billy Heath, Modern Campus
  - Joe Jolesch, Stellic
  - Patrick Manchester, Coursedog
  - Shawn Owen, Paradigm
  - Ben Shoemaker, ReUp Education
  - Mindy Starcher, National Student Clearinghouse
  - Amy Yik, Graduation Foto
  - Nicole Stewart, Jenzebar (not in attendance, but did provide sponsorship)
  
- President Bob Bulow returned to the podium and thanked Frank, Sue, and all our exhibitors.
- Bob called the meeting to order at 12:43 PM and appointed David Schneider as Parliamentarian.
- Bob remind attendees to get involved and complete the committee participation form either by paper or online.
- Bob reminded voting members in attendance of their red and green voting cards and their use.
- Bob delivered the President's Report:

- Idea has been for the past year to figure out what our emergence from COVID will look like.
    - i. Realistic budget
    - ii. What programs would our members like
    - iii. Revitalizing committee structure.
- Bob called for the approval of the minutes from the 2022 annual meeting.
  - Asked if there are any suggested revisions. There were none.
  - Dave Shaffer moved to approve the minutes. Christine Court seconded. The minutes were approved.
- Bob moved on to the Board of Directors reports and introduced Treasurer Marisa Richards and Chair of the Fiscal Committee Michelle Rable.
  - Marisa presented the balance sheet and annual report and asks for any questions. There were none.
  - Michelle reported that the books have been audited and have been found to be in good order.
  - Michelle then presented the 2023-2024 Budget and asked if there are any questions or comments. There were none.
    - Sun Jamerson moved to approve. Cindy Davis seconded.
    - No answer to a call for discussion.
    - The budget was approved.
- Past President Michelle Rable introduced the Bylaws changes, noted that they were reviewed at the Town Hall meeting and ask for any final questions. There were none.
  - Chris McNay motioned to approve and Dave Shaffer seconded.
  - The Bylaws were approved without further discussion.
- Past president Michelle Rable gave her comments
  - Pleasure serving the past three years. Acknowledged the difficulty of persevering as an organization through COVID.
  - Expressed optimism for the future of the membership and organization.
  - Introduced Vice President for Program Christine Court.
- Vice President for Program Christine Court delivered her report:
  - Thanked all committee members, presenters, and facilitators for contributing to a successful conference.
  - Virtual Ideapalooza was held on May 16. It was attended by over 25 participants representing the four program committees. Each group met in a breakout room to discuss possible session topics from their area. The session lists were then combined and the program committee chairs spent the next several months securing speakers for the selected sessions.
  - Introduce Committee chairs and ask committee to stand with them and be recognized:
    - Admissions and International Committee: Sue Shepherd
    - Information Systems and Data Management: Heather Pritchard
    - Professional Development: David Schneider
    - Records and Registration: Bri Lievens Pilbeam

- Remind to complete committee participation form.
- Introduce Vice President Workshops David Shaffer.
- Vice President for Workshops David Shaffer delivered his report:
  - Return of OSI. We had 17 attendees.
  - Gabrielle Golden from UC did residency workshop
  - Thanks also to Jeff Fogle and Marcus Gomez.
  - Introduced Vice President for Membership Development Cindy Davis
- Vice President for Membership Development Cindy Davis delivered her report:
  - Finishing time on board.
  - 19 new 1st time members stood and were recognized.
  - Welcomed Cincinnati State, Lourdes University, Notre Dame College, Good Samaritan College of Nursing and health Science, and University of Dayton back to the organization.
  - Recognized new member institutions Valor Christian College and Wilburforce University.
  - Provided a recap of the Membership & Mentoring Committee's activities during the past year.
  - Asked all M&M Members to stand and be recognized.
  - Provided a brief update on dues payments and dues invoices.
  - Introduced Secretary Chris McNay.
- Secretary and Chair of the Communications Committee Chris McNay delivered his report:
  - Recapped activities of Communications Committee over the past year.
  - Thanked members of the committees and those with special roles such as newsletter editors, webmaster, and listserv manager.
  - Introduce Marisa Richards, on behalf of the scholarship committee
- Treasurer and Chair of the Scholarship Committee Marisa Richards delivered her report:
  - As we return to the full 3-day conference, the Scholarship committee took the opportunity to revitalize the fundraising we do for scholarships.
  - Provided an opportunity this year for our vendor partners to give back to students directly through conference sponsorship. All conference sponsorship goes directly to our scholarship fund.
  - This year, in lieu of the silent auction and the traditional sponsorship opportunities we offered our vendor partners, the exhibitors had the opportunity to sponsor the scholarship fund at Silver, Gold, and Platinum levels. All conference sponsorship goes directly to our scholarship fund.
  - Extended a special thanks to exhibitors who sponsored scholarships.
  - Recognized vendors who donated to the scholarship fund.
    - Nicole Stewart, Jenzabar (Silver)
    - Edward Wiczulis and Kelly Ertel, CollegeSource (Gold)
    - Billy Heath, Modern Campus (Gold)
    - Shawn Owen, Paradigm (Platinum)

- Altogether, our three vendor partners raised \$2,250 towards our \$3,000 scholarship goal.
  - The scholarship application is open for a few more days, deadline to apply is November 1.
  - 50/50 raffle tickets are still available. The drawing will take place after dinner tonight. Please help us reach or exceed our goal!
- President Bob Bulow thanked outgoing Board members for their dedication to OACRAO and for their service to members of OACRAO. Presented plaques to outgoing Board members Christine Court, Chris McNay, Cindy Davis, and Past President Michelle Rable.
  - Bob recognized this year's OSI attendees. Dave and Sun helped hand out certificates.
  - Bob called for any old business. There was none.
  - New Business:
    - Bob introduced Past President and Chair of the Nominations and Elections Committee Michelle Rable who announced the newly elected members of the Board of Directors:
      - Vice President Program, Eric Steinberger
      - Secretary, Carlier Myers
      - Vice President Membership Development, Missy Weininger
      - President Elect: Lauren Martin
    - Announced the newly appointed Nominations and Elections Committee
      - Past Presidents: Frank Yanchak and Molly McDermott-Fallon
      - At-Large Members: Happiness Mapira and Ryan Thomas
    - Announce Special Recognition & Honorary Awards
      - Linus J. Ryland Award: Molly McDermott-Fallon.
      - Honorary Membership: Karen Green and Jeannine Shambaugh
    - Introduced Bob Bulow once again.
  - Bob delivered the outgoing President's remarks
    - Pleasure to have been president.
    - Expressed appreciation for the board and how well they all worked together.
  - Bob introduced and congratulated new President Sun Jamerson and passed the gavel to her.
  - President Sun Jamerson delivered the new President's remarks.
    - We are a diverse group on a mission to support our students, each bringing our different perspectives to that mission.
    - We are called to be courageous and innovative.
    - In the next 12 months let's have some fun!
    - Asked for a motion to adjourn.
  - Chris McNay moved to adjourn and Dave Shaffer seconded. The motion carried and the meeting was adjourned.