



Ohio Association of Collegiate Registrars and Admissions Officers

Board of Directors Minutes

August 15, 2016 – 10:00 AM
Room 225 Student Services Bldg.
281 W. Lane Avenue, Columbus, OH

Present: Carol Jones, Liz Clerkin (on phone), David Schneider, Donna Evans, Mary Holland Deb Benton (on phone), Beth DaLonzo.

I. Welcome

II. VP Membership's Report – Liz Clerkin (by phone)

- David Schneider and Liz working on directory.
- Carol will ask Patrick Beatty to forward new attendee list to Liz to assign mentors. OSI participants will already have mentors.
- Develop first time attendee plan.
- Wanting to collect business cards from all board members to distribute.
- 5:15 PM Wednesday in Parlor over looking Lake will have casual gathering to introduce board members.

III. President's Report – Carol Jones

- 27 participants registered for Ohio Summer Institute.
- Scholarship Committee Questions for Board:
 - Are there OACRAO items in storage at OSU? Carol to ask Brad Myers.
 - P.O. Box address to be added to stationary. Donna to update.
 - Will BOD have basket for Scholarship Committee? YES
 - Put Go Fund me link on Facebook?
- Award Nominations and Elections were discussed.

IV. Past President's Report – Deb Benton (by phone)

- OSI Expenses, will have complete review of expense/income report in September.
- General Impressions: Having a coordinator to organize (Deb) reduce burden on faculty. Coming in the night prior to set up was also helpful.
- Lunch with mentors/mentees was also great.
- Survey to go out for evaluation.
- Certificates for OSI to be distributed at Thursday lunch. Instructions to be sent to attendees.

- Logostocs/Contracts to be done by VP of Workshop and coordinated with Past President for next OSI in 2018. Everyone agreed every two years. Double tracks didn't flow well.
- Deb to develop a check list for future reference.
- Carol and Deb to work up a document to be discussed in September meeting who signs contracts, make purchases, etc.

V. President Elect's Report – David Schnider

- By Laws Committee (Frank Yanchak, David) to work on:
 - What are member rights?
 - Honor member voting rights?
 - Clarify Institutional head count.
 - Update new member handbook.
- No movement on Government Relations

VI. Treasure's Report – by Carol Jones (Patrick Beatty absent)

- Operational and Scholarship Fund balances were provided.

VII. Secretary's Report – Donna Evans

- September's Newsletter items discussed: All the "Save the Dates", Member Spotlight from Liz Clerkin, LAC article by Shelly/Frank, Campus Scene and Campus News, Scholarship Committee featured,
- Work on having a more active presence on facebook promoting things things on twitter with hashtags, etc. "OACRAO 90"

VIII. VP of Program's Report – Beth DaLonzo

- 48 attended the Residency Workshop
- 90 attended Support Staff Workshop from 27 colleges.
- Pre-Conference Workshops discussed.

IX. VP of Programs Report – Mary Holland

- Programing discussion, additional ideas generated for follow up.

X. Adjournment

- Beth Da Lonzo moved to adjourn the meeting, second by Donna Evans.