



**2013-2014 OACRAO Board Meeting**  
Friday, February 14, 2014 10:00 a.m. - 11:00 a.m.  
**Mount Carmel College of Nursing**

Participants: Jeannine Shambaugh, Dan Wilson, Deb Benton, Chris Dorsten, Molly McDermott, Cheryl Gloege, David Schneider, and Cindy Davis all participated.

Jeannine called the meeting to order at 10:22

There were no additions to the agenda

Local Arrangement Committee: Don Foster and Sue Shepherd

- Don and Sue had several questions for the Board and also gave an update on where they are in the planning process for the annual meeting at Salt Fork State Park.
- A preliminary budget was shared.

President Report

- The Board discussed selection of the AACRAO representative for the annual meeting. Jeannine will work with AACRAO to verify who is available. The Board also recognizes that Brad Myers will be AACRAO President at the time of our annual meeting and that this is a great chance for members to benefit from the presence of two AACRAO representatives at the meeting.
- The layout and timing of the conference and annual meeting events were discussed and determined. Key changes include starting morning sessions later, incorporating the Town Hall meeting into the breakfast on Thursday, and reducing the time between dinner and evening activities.
- Jeannine spoke with Connie Goodman about the OACRAO website. Connie would like to remain in that role, but welcomes any help with it.
- A visit is planned to Mohican on February 20 to see if it will be an acceptable site for an annual conference. Molly, Dave, Cheryl, and possibly Dan also plan to attend.
- The Board also decided to do something to remember Glenn Davis at the annual meeting. Details will be determined later.

President-Elect Report - Deb

- Deb has contacted Tim Rager at AACRAO about their web hosting service. She will set up a conference call/webinar with him to go over details.
- Deb has planned the Ohio dinner during the AACRAO conference at The Broker.
- Deb spoke with Jack Miner about plans for the Government Relations committee this year. Jack plans to help OACRAO reconnect with OBOR, and also hopes we can become more proactive as issues come up. He will write a monthly update for the newsletter.
- The next Board Retreat will be held November 16 – 18 at the Metzger Center.

Treasurer Report - David

- The Articles of Incorporation need to be updated with a new address.

- David will file the taxes for the organization soon.

#### Secretary Report – Cindy

- Dan moved to approve the minutes from the January meeting. Cheryl seconded the motion.
- The Board approved the January minutes.
- Cindy shared an updated schedule for the monthly newsletter. Both the Local Arrangements and the Government Relations Committees will submit monthly updates. Molly agreed to help make the format more social media friendly.

#### VP Membership Report – Molly

- Molly is planning a new way to engage new members at the conference. The hope is to integrate them more with the general membership at any events.
- Research continues to determine the best communication tool for engaging the membership.

#### VP Workshops Report – Cheryl

- A Support Staff workshop will be held in June. A Residency workshop will also be held over the summer. Cheryl is looking in to in a workshop on detecting fraudulent documents.

#### VP Programs Report - Chris

- No report.

#### Past President Report – Dan

- Dan has compiled the final committee list.

The Board adjourned at 12:12.

Next meeting: March 21, 2014 at Salt Fork State Park