



Ohio Association of Collegiate Registrars and Admissions Officers

Board of Directors Meeting

October 4, 2016 – 11:00 AM
Deer Creek State Park

Participants: Carol Jones, Deb Benton, David Schneider, Patrick Beatty, Beth DaLonzo, Mary Holland, Donna Evans. Shelly McMahon (LAC guest).

Carol called the meeting to order at 11:25 AM.
There were no additions to the agenda.

Local Arrangements Committee Update–Shelly McMahon

- Everything seems to be in good shape for the conference.
- Tim Seitz identified as Tech Person, should problems arise.
- Angela Ford and Beth Stiles have scholarship auction items under control.
- M&M Reception was moved to Mezzanine instead of Parlor.
- It was noted that a head table for 11 was needed for both Breakfast and Lunch with podium & microphone.
- Dam Tour, Outdoor Activities, Paint & Sip are ready for this afternoon.

President Report – Carol Jones

- Script for the conference discussed.
- Individuals to keep flyers to put on tables later.
- Items for Conference Bag to be given to LAC.

President-Elect – David Schneider

- Will close out Thursday Lunch Meeting & Friday Closing Speaker.
- The planning retreat will be held November 6-8 at the Metzger Center.

Past-President – Deb Benton

- Needs copy of Budget for 2017 to present.
- Special Recognition Awards ready.

Treasurer Report –Patrick Beatty

- Everything is ready for the annual meeting.
- Angela Ford and the Scholarship Committee are ready for all events at the conference.

Secretary Report – Donna Evans

- David Schneider moved to approve the minutes from the June, August & September meetings. Beth DaLonzo seconded the motion.
- The Board approved the minutes.
- October Newsletter items reviewed: New Presidents Welcome, Award Recognitions, Pics from Conference, Mollie Miller departure, Carol Jones committee participation article, Conference Review pics, Member Spotlight, Scholarship Committee article/thank you, Conference Survey request, AACRAO Message, Patsy Martin retirement article, OACRAO 2017 Announcement.

VP of Membership Report – Liz Clerkin

- Collected business cards from everyone and will be preparing M&M gifts tonight.

VP of Workshops Report – Beth DaLonzo

- 16 are registered for Graduation Workshop and 5 for International Students Workshop.

VP of Program Report – Mary Holland

- Thanks to Otterbein our programs were printed.
- There are no cancellations this year and programs are in good shape.
- Will send out committee membership and survey links next week.

Old Business

- Bylaws to be voted at lunch meeting.
- Will bring up bylaw title change in program at Town Hall meeting and request correction to be made by friendly amendment for action to be taken at Business Meeting.

New Business

- Carol Jones requests for those moving off Board to meet with new elected members for transitioning off.

Deb Benton motioned to adjourn, seconded by David Schneider. Board approved and the meeting was adjourned at 12:10 PM.