



Ohio Association of Collegiate Registrars and Admissions Officers

Board of Directors Meeting

October 3, 2016 – 11:30 AM
Mohican State Park, Bromfield's

Participants: David Schneider, Carol Jones, Beth DaLonzo, Mary Holland, Liz Clerkin, Michelle Rable, Donna Evans, LAC Co-chairs: Stephanie Giese, Jeannine Shambaugh.

David called the meeting to order at 11:50 AM.
There were no additions to the agenda.

Local Arrangements Committee Update– Stephanie Giese, Jeannine Shambaugh

- Everything seems to be in good shape for the conference.
- Flyers to put on tables were collected.
- Shirts distributed to those not received.

President Report – David Schneider

- Script was distributed to those who needed it.
- Thank you notes were signed by BOD members.
- Thank you gifts distributed.

President-Elect – Beth DaLonzo

- Will close out Thursday Lunch Meeting & Friday Closing Speaker.
- The planning retreat will be held November 5-7 at the Metzger Center.
- Jim Bouse, AACRAO representative was reported in route to conference.

Past-President – Carol Jones

- Special Recognition Awards ready.
- Fiscal Committee Meeting scheduled later Tuesday afternoon.

Treasurer Report –Michelle Rable

- Tracy Galway and the Scholarship Committee are ready for all events at the conference.
- Michelle collected items for BOD basket.

Secretary Report – Donna Evans

- David Schneider moved to approve the minutes from the September meeting. Beth DaLonzo seconded the motion. The Board approved the minutes.
- October Newsletter items reviewed: New Presidents Welcome, Award Recognitions, Pics from Conference, Member Spotlight, Scholarship Committee article/thank you, Conference Survey & Get Involved request articles, Jack Miner on the Hill article, AACRAO Message from Jim Bouse, Nomination & Elections Results, Save the Dates for AACRAO, OACRAO & OSI 2018.

VP of Membership Report – Liz Clerkin

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

VP of Program Report – Mary Holland

- Thanks to Otterbein our programs were printed.
- Only one cancellations this year and was fixed before program was printed. In great shape.

Old Business

- Those going off the BOD remember to pass your transition documents to the new BOD members.

New Business

- Nothing.

Carol Jones motioned to adjourn, seconded by Beth DaLonzo. Board approved and the meeting was adjourned at 1:10 PM.

Next Meeting: November 5th-7th Board Retreat @ ONU Metzger Center