Board of Directors Meeting #4

March 19, 2003

Board Members in Attendance via Telephone: Heather C. Smith, R. Eugene Schuster, Paul F. Taylor, Michael D. Allen, Paul Aucoin, Wilbert Corprew, Robert Morley, Joseph A. Roof, and Ange Peterson

Board Members Absent: Gloria R. Nathanson

Staff Members in Attendance via Telephone: Janie Barnett, Amy Haavik, and Jerry Sullivan

1. **Call to Order and Approval of Agenda**
   President Heather Smith called the meeting to order at 3:00pm EST on March 19, 2003. The agenda was reviewed and approved without objection.

2. **Executive Director Report**
   Executive Director Sullivan noted that attendance numbers for the Annual Meeting are at 1760 overall, which constitutes $175,000 to $200,000 below budget. Executive Director Sullivan attributed this problem to the financial difficulties on campus, fear of flying, and the booking of hotels through alternative means. He announced that cutbacks would be made only in areas that would not affect the quality of the conference or take away any of the value for the attendees. He reported that Associate Executive Director Janie Barnett is working on increasing the number of exhibitors.

   Executive Director Sullivan reported that negotiations with AUA and the Aspen Institute are reaching closure. The Institute, in conjunction with the Registrar 201 workshop in development, will provide the potential for a new revenue stream in the enrollment service area.

3. **President's Update**
   President Heather Smith announced that Louise Lonabocker will be the new editor of C&U. President Heather Smith reported on some agenda items for the April Board Meeting.

4. **Conference Call Minutes**
   The Board put the December Conference Call Minutes on the Consent Agenda with the editorial change.

5. **New Taskforce Charges**
   Leadership and Diversity Taskforce Charge
   Vice Presidents Paul Aucoin and Mike Allen expressed concern about the first sentence of the charge.

   After altering the language of the first sentence, the charge was moved to the

Consent Agenda for approval.

m/s/p (Aucoin/Allen)

Dues Taskforce

The Dues Taskforce charge was moved to the Consent Agenda for approval.

m/s/p (Schuster/Peterson)

6. **Finance Report**
Vice President Joe Roof updated the Board on AACRAO's financial position indicating that we need to be prepared for the possibility of a deficit at the end of the year. He reported that if the Annual Meeting can break even, AACRAO will be in positive shape. He also mentioned that AACRAO might see positive gains on investment by the end of the year. Vice President Roof reported that subscriptions to SEM Monthly are up.

7. **Public Policy Draft Statement**
The Board agreed to post the Public Policy Statement on the Web to garner feedback from members. The importance of its being broad enough to operate within and reviewed periodically and updated were noted.

8. **Old/New Business**
The Subcommittees were reminded to submit their agendas for the April Board Meeting

9. **Consent Agenda**
To approve the charge to the Leadership and Diversity Task Force.

   To approve the charge to the AACRAO Dues Task Force

   M/S/P

10. **Adjournment**
The meeting was adjourned without objection at 4:30 pm.