American Association of Collegiate Registrars and Admissions Officers
Minutes of the Meeting of the Board of Directors
January 13, 2016
Conference Call

Board Members in Attendance: Meredith Braz, Stan DeMerritt, Scott Dittman, Jacquelyn Elliott, Tina Falkner, Dan García, Paul Kyle, Brad Myers, Nicole Rovig, Luke Schultheis

Board-elect Members in Attendance: Jim Bouse, Jackie Carter, Lara Medley, Jack Miner

Staff Members in Attendance: Mike Reilly, Mike Sisson

January 13, 2016
Call to Order
President García called the meeting to order at 2:33 p.m. Eastern Standard Time on January 13, 2016.

Approval of Agenda
MOTION 2016.01.01 – It was duly moved and seconded to approve the agenda with flexibility. APPROVED

Approval of Executive Session Minutes
MOTION 2016.01.02 – It was duly moved and seconded to approve the minutes from the Executive Session of December 2015. APPROVED.

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Reports of Committees
Audit
Executive Director Reilly informed the Board, on the behalf ~~on~~ of Vice President Snowden, that the 2015 fiscal year audit prepared by Cohn-Reznick is finished and that the committee will meet with members of the AACRAO staff and representatives from Cohn-Reznick to discuss the findings ~~shortly~~.

Compensation
President-~~Elect~~ elect Kyle updated the Board on the committee's progress for setting up a document repository to aid appropriate personnel in executive succession processes. President-~~Elect~~ elect Kyle also informed the Board that the committee is working with Executive Director Reilly to evaluate his existing goals as well as establishing new ones.

Finance and Investments
Vice President DeMerritt informed the Board that the committee is working on the language that will be used to communicate the dues increase to the membership, and that he will meet with Executive Director Reilly and a representative from the UBS Financial Group later in January to discuss the current state of AACRAO's investment portfolio.

Governance
Vice President Falkner updated the Board on the committee's work regarding changes to the A~~a~~ssociation's B~~b~~ylaws. The committee is waiting on approval and recommendations from the A ~~a~~ssociation's legal counsel. ~~, but i~~In the meantime, the committee's work is centered ~~around~~on how to communicate the changes ~~in a digestible format~~ to the membership and determining the best way to package the ~~change~~recommendations~~s~~ in the form of motions for membership voting.

Reports of Officers

Vice President for Leadership and Management
Vice President Braz thanked the Board for their willingness to attend various state and regional association meetings in 2016, and informed the Board that she can provide *ad hoc* reports on meeting assignments or other information as requested.

Vice President for Finance
Vice President DeMerritt informed the Board that he will meet with Executive Director Reilly and Chief Financial Officer Aleem to review the AACRAO 2017 fiscal year budget in advance of its presentation to the Finance and Investments Committee and the Board in late January.

Vice President for International Education
Vice President Elliott reported on the status of two planned online courses and a book related to international education, and provided an update on a joint seminar between AACRAO and French education officials with the goal of creating a comparative document for American and French educational systems.

President-Elect
President-Elect Kyle referred the Board to his proposed meeting dates and committee rosters for his term as president. ~~, and asked that a~~Any comments and suggestions should be forwarded to him at the earliest convenience.

Past President
Past President Myers reported that all award recipients confirmed that they were willing to accept the awards and thanked the Board and the Awards Committee for their consideration.

President
President García reviewed the agenda for the January Board meeting in Washington, D.C. and for the March Board meeting in Phoenix, AZ.

Reports of Staff

Executive Director
Executive Director Mike Reilly informed the Board that he is still waiting on a response from the ~~a~~Association's legal counsel on the proposed B~~b~~ylaws and A~~a~~rticles of I~~i~~ncorporation changes.

Executive Director Reilly updated the Board on the progress thus far with the Lumina project ~~on~~ on the extended transcript, the status of the Strategic Enrollment Management Conference director position, and a State of California ~~state~~ bill that would require institutions to notify other institutions of their Title IX violations.

Unfinished Business
The list of action items was reviewed and updated.

Adjournment
MOTION 2016.01.~~02~~ 03 – It was duly moved and seconded to adjourn the meeting of the Board of Directors. APPROVED

The Board of Directors Meeting adjourned at 3:29 p.m. Eastern Standard Time on January 13, 2016.

Attachments
None