

**American Association of Collegiate Registrars and Admissions Officers
Minutes of the Meeting of the Board of Directors**

June 16, 2021
Virtual Meeting

Board Members in Attendance: Tim Amyx, Stan DeMerritt, Karee Head, Philip Hunt, Rhonda Kitch, Jack Miner, Rock McCaskill, Tiffani Robertson, Tiffany Robinson, Rob Shomaker, Sherry Waldon-Wells, Kristi Wold-McCormick

Staff Members in Attendance: Tina DeNeen, William Gil, Melanie Gottlieb, Tiffany Hsu

Call to Order

President Robinson called the meeting to order at 2:32 PM EDT on June 16, 2021

Approval of Agenda

MOTION 2021.06.01 – It was duly moved and seconded to approve the agenda. APPROVED

Approval of Minutes

MOTION 2021.06.02 – It was duly moved and seconded to approve the meeting minutes of the Board of Directors from the May 19, 2021 Meeting. APPROVED

Officer Reports

President

President Robinson noted that it is not financially feasible to hold an in-person Board Meeting in September 2021. An in-person meeting would cost around \$25,000-\$30,000 and that expense was not included in the budget for this year. The Board would like to try and aim for three in-person meetings moving forward.

Vice President for Access and Equity

In Vice President Moore's absence, Past President Miner noted that he will be doing an LGBTQIA webinar with Steve Smith in honor of Pride Month.

Committee Reports

Finance, Investments & Audit Committee

The quarterly financial report has not been released yet. Vice President DeMerritt noted that it should be out either later in the week or by Monday of next week.

As of 2:30 PM, EDT, the AACRAO portfolio was sitting on \$11,600,000.

The Finance, Investments & Audit Committee would like to bring forward to the Board the recommendation to retain CohnReznick as the audit firm for one more year, possibly two. This is due to a new change in revenue recognition practices from rule-based revenue recognition to principle-based revenue recognition. As CohnReznick is already familiar with AACRAO products and services, the Finance, Investments & Audit Committee felt it would be easier to continue with CohnReznick instead of going with a new firm. The committee is also recommending Christopher Griffin as the new lead for the audit team.

MOTION 2021.06.03 – It was duly moved by the Finance, Investments & Audit Committee to approve CohnReznick as the Audit Firm for the next audit cycle. APPROVED

MOTION 2021.06.04 – It was duly moved by the Finance, Investments & Audit Committee to approve Christopher Griffin as the new lead for the audit team from CohnReznick. APPROVED

Strategic Planning Committee

Vice President Amyx noted that the Strategic Planning Meeting for September 2021 will take up more than the already slotted time for the September Board Meeting. An extended invite will go out shortly. In addition, Vice President Amyx is looking to bring in a guest speaker for the meeting.

Staff Reports

Interim Executive Director Gottlieb gave a quick walk through of the Leadership Meeting on June 24, 2021 and what is expected of board member participation for that meeting. This year's meeting invite was extended to all State and Regional Association officers so that they could attend the meeting without being restricted by budget because the meeting is virtual. Interim Executive Director Gottlieb asked for two board members to volunteer and help facilitate the icebreaker activity. Vice President Robertson, Vice President Amyx and Vice President DeMerritt will work on coming up with some icebreaker activities.

Associate Executive Director Green was not in attendance at the meeting to give an update on the ASCEND program, however, Interim Executive Director Gottlieb directed the Board's attention to the AACRAO ASCEND Program Report in Dropbox for details.

The Executive Director Report for June 2021 is in Dropbox and Interim Executive Director Gottlieb directed the Board to view the document in Dropbox for additional updates.

AACRAO staff Hsu asked the Board on what their comfort level was for providing Federal Relations updates at the various State and Regional Association meetings. The majority of the Board would feel more comfortable if someone like AACRAO staff Gil or Mott could provide the update as that is their specialized area. AACRAO staff Gil noted that himself and AACRAO

staff Mott could always do recorded quarterly Federal Relations updates or join meetings virtually to provide updates. AACRAO staff Hsu will coordinate with AACRAO staff Gil and Mott when those requests come through.

Old Business

President Robinson reviewed the *BOD Action Items-Updated 061621.docx* document with the Board. AACRAO staff Hsu updated the progress of each pending item.

The Board Meeting was adjourned at 3:30 PM EDT on June 16, 2021

Attachments

Agenda

May 19, 2021 Meeting Minutes

CohnReznick Proposal to AACRAO.pdf

CohnReznick-AACRAO Bios-Partner.pdf

FI&A-RaymondJames-May2021Stmt.pdf

AACRAO ASCEND Program Report 6_2021.docx

ED Report – June 2021.docx

BOD Action Items-Updated 061621.docx