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**Draft Minutes of the 101st Annual Business Meeting**

**April 14, 2015**

**Baltimore, MD**

1. **Call to Order**

President Brad Myers called the meeting to order.

1. **President’s Remarks**

President Brad Myers made remarks outlining the work of the Association during his time as President.

1. **Introduction of Parliamentarian**

President Brad Myers introduced Jeff von Munkwitz-Smith of Boston University as Parliamentarian for the meeting.

1. **Executive Director’s Remarks**

Executive Director Mike Reilly spoke briefly on the state of the Association.

1. **Nominations and Elections Committee**

Jacquelyn Carter, Chair of the 2014-2015 Nominations and Elections Committee, reported to the membership on the Nominations and Elections Committee’s activities over the last year.

Jacquelyn Carter reported the results of the elections for AACRAO leadership, held electronically prior to the Business Meeting:

Paul Kyle was elected to the position of President-elect. Pursuant to Article III, Section 3 of the Association Bylaws, upon conclusion of that term, he shall assume the office of President for a one-year term. Immediately upon the conclusion of that term, he shall assume the office of Past President for a one-year term.

Jacquelyn Elliott was elected as Vice President for International Education for a three-year term beginning in 2015-2016.

Meredith Braz was elected as Vice President for Leadership and Management Development for a three-year term beginning in 2015-2016.

Scott Dittman was elected as Vice President at Large for a three-year term beginning in 2015-2016.

Jacquelyn Carter introduced the 2015-2016 Nominations and Elections Committee. These positions were also voted on electronically.

Cassandra Moore will serve as Chair and Kelley Christman will serve as Vice-Chair. They were both elected electronically by the membership in 2013.

Wayne Banks was elected as Chair-elect. Upon conclusion of that term, he shall serve as Chair for a one-year term. Richard Morrell was elected as Vice Chair-elect. Upon conclusion of that term, he shall serve as Vice Chair for a one-year term. The following individuals were elected as members and will serve one-year terms: Ingrid Nuttall, Pamela Horne, Michele Dunn, Rodney Parks, and Dennis Geyer.

Jacquelyn Carter reviewed the timeline for nominations and elections in 2015.

President Myers recognized Chair Jacquelyn Carter and Vice Chair Tammy Johnson for their outstanding work on behalf of the association.

1. **Approval of the 2014 Business Meeting Minutes**

On behalf of the AACRAO Board of Directors, Vice President for Finance Stan DeMerritt moved that the minutes from the April 2014 Business Meeting be approved.

The motion was approved without dissent.

1. **Finance and Proposed FY 2016 Budget**

Vice President DeMerritt provided a summary of AACRAO’s fiscal health and other financial milestones.

He then introduced the FY 2016 proposed budget, noting a dues increase of $2 from $209 to $211 per member. Pursuant to Article II, Section 1 of the Association Bylaws, the dues adjustment did not require a separate member vote as the increase was capped at the previous year’s Consumer Price Index, rounded to the nearest dollar.

On behalf of the AACRAO Board of Directors, Vice President for Finance Stan DeMerritt moved that the proposed Fiscal Year 2016 budget be approved.

The motion was approved without dissent.

1. **Recognition of Service**

President Myers recognized the following for their outstanding service to the Association:

* Annual Meeting Volunteers and Co-Chairs of Volunteers Mary Ellen Flaherty and Steven Smith;
* The Program Committee Chair Patrick McLaughlin and Vice-Chair Jack Miner;
* The Annual Meeting Program Committee;
* Annual Meeting Evaluation Committee Chair Sherry Benoit;
* Past-President Adrienne McDay, Vice President for International Education Melanie Gottlieb, and Vice President for Leadership and Management Development Paul Kyle.
1. **Transition**

Dan García was introduced as the AACRAO President for 2015-2016. He recognized Past President Myers’ outstanding service in the position of President during the 2014-2015 term.

1. **2015-2016 AACRAO President Comments**

President García made remarks outlining his goals for the Association in the coming year.

President Myers introduced the 2015-2016 Board of Directors:

* Past President, Brad Myers, The Ohio State University
* President-elect, Paul Kyle, Johnson County Community College
* Vice President for Finance, Stan DeMerritt, Wayland Baptist University
* Vice President for Admissions and Enrollment Management, Luke Schultheis, Virginia Commonwealth University
* Vice President for International Education, Jacquelyn Elliott, University of Missouri-St Louis and Marion Military Institute
* Vice President for Leadership and Management Development, Meredith Braz, Dartmouth College
* Vice President for Records and Academic Services, Tina Falkner, University of Minnesota—Twin Cities
* Vice President for Access and Equity, Monique Snowden, Fielding Graduate University
* Vice President for Information Technology, Nicole Rovig, Michigan State University
* Vice President at Large, Scott Dittman, Washington and Lee University
1. **Venue for the 2016 Annual Meeting**

Co-Chairs of the Annual Meeting Volunteers Hue Haslim and Monterey Sims offered a video presentation and salutary remarks, and extended a warm invitation for the 2016 Annual Meeting in Phoenix, Arizona.

1. **Adjournment**

President García gaveled the 101st Annual Business Meeting to adjournment.

**Attachments**

2014 Business Meeting Minutes

FY 2016 AACRAO Budget

