

**Pacific Association of Collegiate Registrars and Admissions Officers
(PACRAO)**

**2014-2015 89th ANNUAL BUSINESS MEETING
MINUTES**

**Wednesday, November 4, 2015
Disneyland Hotel and Resort, Anaheim, CA**

2015 President, Heather Chermak

The meeting called to order at 10:52 a.m. Sue Eveland served as parliamentarian. Heather welcomed all in attendance. There were 240 attending.

Secretary, Jerri Weston

The minutes for the 2013-2014 annual meeting were presented. Instruction was given that there were copies of the minutes on the tables for review as well as posted on the PACRAO website prior to the conference. Opportunity was given to the floor for revisions and corrections. Hearing none, the meeting was turned over to Heather Chermak for approval of the minutes. A motion was made to approve the minutes and seconded. The minutes were unanimously approved.

President Heather Chermak explained the board changes that occurred during the year and introduced Julia Pomerenk.

Vice President for Professional Development, Julia Pomerenk

Julia expects there to be many articles submitted for the PACRAO Review during the coming year as there were many good sessions this year.

It was noted that this is the third year of the PACRAO Pals program. We had 16 pairings of mentees and mentors. Participants were thanked for their involvement.

PACRAO awarded 6 participation grants this year that covered participants' conference registration fees.

Vice President for Membership, Mickey Reynolds

This year the board discussed bylaw changes to membership fees. No increase in fees is proposed for the coming year, but a proposal will be introduced later in the meeting on how membership fees will be approved.

Mickey reported there are 2100 individual members this year and 220 member institutions.

Vice President of Publication and Information Technology, Jim Bouse

The association presented one webinar this year to the PACRAO membership.

Conference presenters were reminded to submit session materials for posting on the PACRAO website.

Treasurer, Paul Lampano

Copies of the actual budget were distributed in conference bags and on business meeting tables for review. Paul reported that PACRAO is in good fiscal standing.

Paul called attention to the net balance increase resulting from the 2014 conference.

There are three more months remaining in the fiscal year as of the time of the report.

Audit Committee Chair, Dennis Geyer

Copies of the Audit Committee Report were supplied to the membership for review. The committee was formed to review financial documents and practices and to make recommendations for improving association fiscal practice. John Durate, Klamath Falls Community College, served as audit committee secretary. The report can be found on the PACRAO website. The report includes recommendations, discussion questions, as well as the corrective measures. The Audit Committee reported to the membership that PACRAO's financial operations are being responsibly handled and reported. The Audit Committee met with Ann Gillen, past Business Partner Liaison; Todd McCollum, Past President and Heather Chermak, President. It was reported that all board members were responsible in handling the association's funds.

A question was brought from the membership about winter board meeting expenses, as it was over budget. Heather Chermak explained this was due to higher than anticipated travel costs for the board and high expenses associated with the Disneyland Hotel.

Past President, Todd McCollum

Upcoming PACRAO Conferences will be as follows:

2016	Las Vegas, Nevada	Planet Hollywood Resort & Casino
2017	Spokane, Washington	Grand Hotel
2018	Sacramento, California	Hyatt Regency

Todd presented the slate of nominees for the 2014-2015 officers:

President Elect, James Miller

Vice-President for Publication & Information Technology, Kathy Thomas

Treasurer, Nancy Roe

President Heather Chermak entertained a motion to accept the slate of nominees for officers as presented. The motion was made and seconded. The motion was unanimously approved and Heather congratulated and welcomed the new officers.

Todd introduced two bylaw amendments, copies of which were provided 30 days in advance of the meeting to all members of record and on the business meeting tables for the membership to review.

Amendment 1 to Article II – Dues, Section 1 – Dues was presented as a motion. The motion was seconded and approved.

Amendment 2 to Article VI – Standing Committees and Appointed Positions, Section 2 – Nominations and Elections Committee and Article VII – Nominations and Elections, all sections, was presented as a motion. The motion was seconded. Steve Barnhart amended the motion and moved to replace the third sentence in Article VI, Section 2-(take out a comma here),-“with terms beginning” to “whose terms begin.” The amendment to the amendment was seconded and approved. It was clarified that the primary motion under consideration was for all changes being proposed to all sections. Amendment 2 as amended was approved.

Heather thanked those who were leaving the board for their dedication and service to the association. Members leaving the board: Todd McCollum, Mickey Reynolds, Paul Lampano and Jim Bouse.

Closing Comments, President Heather Chermak

Heather thanked all those who helped make the conference a success and for the opportunity to serve as President for the past year. Heather presented the president's gavel to Marc Booker, PACRAO's 2015-2016 President.

2015-2016 President, Marc Booker

Marc thanked Heather for her dedication and contributions to PACRAO and presented her with a certificate of appreciation. Marc also thanked Ryan Burton, 2015 program chair and Soraira Urquiza, 2015 local arrangements chair. Marc shared his goals and priorities for the coming year. Marc plans to focus on learning, engaging and collaborating: the first three objectives of the association's mission.

Marc introduced the Executive Board and Conference Chairs for the 2015-2016 year:

Heather Chermak	Past President
Marc Booker	President
James Miller	President-Elect
Kathy Thomas	Vice President for Publications and Information Technology
Nancy Roe	Treasurer
Jerri Weston	Secretary
Ruth Garay	Diversity Development Advocate
Marianne Stickel	Vice President for Membership
Chris Sweet	Business Partner Liaison
Rebecca Mathern	2016 Program Committee Chair
Winnie Wilson	2016 Local Arrangements Committee Chair

Introduction of 2016 Conference

The theme for the 2016 conference is "A Sure Bet For Success." Winnie Wilson shared a video to promote next year's conference in Las Vegas. Rebecca Mathern and Chris Sweet hosted a game of Texas Hold 'em. Ryan Burton, winner of the hand, won a night's lodging at Planet Hollywood during the conference.

President Marc Booker thanked all for attending and adjourned the meeting.

Meeting adjourned at 11:09 a.m.

Respectfully submitted,

Jerri Weston
PACRAO Secretary