

LOUISIANA ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS
2012 Annual Conference General Business Meeting
Friday, November 9, 2012
Baton Rouge, Louisiana

MINUTES OF THE 61ST ANNUAL MEETING

PRESIDING OFFICER: Carey Stickney, LACRAO President

EXECUTIVE COMMITTEE PRESENT: Carey Stickney, President; Stephanie Tarver, Vice President; Chad Jones, Secretary; Pamela Ford, Treasurer; Kourtney Istre, Recruiting Services Chair, Andy Benoit, Past President.

01. CALL TO ORDER

The meeting was called to order by President Carey Stickney.

02. READING AND APPROVAL OF THE MINUTES

Written minutes were presented. Ralynn Castete moved to accept the minutes as written, Bob Vento seconded. Motion carried.

03. TREASURER'S REPORT

Pamela Ford provided the Treasurer's Report. The Association's balance as of October 13, 2012 was \$50,382.62. A report of the 2011 conference expenses was presented to the membership. Articulation and calendar billings are forthcoming.

04. OLD BUSINESS

None

05. COMMITTEE REPORTS

a. By-Laws, Government Liaison, & Ethics report was presented by Bob Vento (for Chair Robert Doolos.) Volunteers are needed for this committee. Two areas of regulations/legislation that the membership should monitor involve common course numbering/reporting and the 120 hour limit for bachelor's degrees.

b. Professional Development – Chair Stephanie Tarver gave an overview of the committee function. The committee plans to review the feasibility of holding a one day spring conference in central Louisiana.

c. Professional Access and Equity – Chair Katie Smith revealed the name of the Professional Access & Equity Scholarship recipient – Becky Isadore of SOWELA. The scholarship may be utilized to attend a professional development activity during the upcoming year.

d. Nominations and Recognitions – Chair Andy Benoit recognized the 2012 LACRAO royalty Ruben Henderson, Ariel Triggs, Bob Vento, Lisa. The Nominations and Recognitions Committee recommends the following for Honorary Membership: Gary Young, Robert Doolos, Jan Albritton, Leroy Broussard, Lori McIntosh, Laura Weego, Pat Lee, Katie Simpson. Bob Vento moved to accept all Honorary Membership recommendations; Patti Beste seconded. Motion carried.

Benoit presented the 2013 slate of officers: President – Stephanie Tarver, McNeese; Vice-President – Anthony Malta, ULM; Secretary – Ralynn Castete, McNeese; Treasurer (3 year term) – Ryan Garrity, Tulane. No further nominations were made from the floor.

e. Information Technology – No Report

f. Recruitment Services – Chair Kourtney Istre reported that a total of 31 calendars (an increase from 26) were purchased by non-member institutions/organizations. 2012 Articulation Workshops were hosted by Tulane, Southeastern, Louisiana College, and ULL; workshops at ULM and BPCC were cancelled due to weather. 2013 Articulation Workshop hosts include: Grambling, McNeese, Baton Rouge CC, UNO, Centenary and Northwestern. Zone Coordinators for 2012 were recognized: Megan Carrigee, LA Tech; Lauren Sarver, ULL; Nyetta Meaux, Our Lady of the Lake College; Crystal Vaccaro,

Loyola; Katie Simpson, LSU-S; Ashlee Hewitt, Northwestern. The recipient of the Recruitment Chair Scholarship is Nyetta Meaux of Our Lady of the Lake College.

Pam Ford moved to accept all committee reports; seconded by Andy Benoit. Motion carried.

06. NEW BUSINESS

a. Carey Stickney reported that the Executive Committee voted to increase dues for the 2013-14 year from \$100 per institution to \$120.

b. A resolution to amend the LACRAO By-Laws **Section 2.5 Honorary Membership** was presented to the membership. Bob Vento moved to accept the resolution; Patti Beste seconded. Motion carried.

c. Stephanie Tarver will serve as the new Registered Agent for the LACRAO Corporation.

07. RECOGNITION OF EXECUTIVE COMMITTEE MEMBERS

Carey Stickney recognized the Executive Committee Members, members of the Local Arrangements Committee, and LAC Chair Patti Beste.

08. COMMENTS FROM PRESIDENT

Carey Stickney recognized and thanked the representatives from AACRAO and SACRAO for their attendance at the conference.

09. PASSING THE GAVEL

Carey Stickney passed the gavel to incoming President Stephanie Tarver. A plaque on behalf of the membership was presented to Carey in appreciation of her service as LACRAO President.

10. COMMENTS FROM THE PRESIDENT ELECT

Incoming President Stephanie Tarver encouraged the membership to become involved in the organization. The site for the 2013 LACRAO Conference will be Monroe with ULM hosting Boogie on the Bayou. Negotiations are currently underway for a site for the 2014 conference.

11. OTHER BUSINESS

Conference evaluations will be sent by email to attendees.

12. 2012 LOCAL ARRANGEMENTS FINAL ANNOUNCEMENTS/MISCELLANEOUS ANNOUNCEMENTS

13. ADJOURNMENT

Patti Beste moved (and seconded) to adjourn! Motion carried.

Submitted by:

Ralynn Castete, LACRAO Secretary

Louisiana Association of Collegiate Registrars and Admissions Officers (LACRAO)

2012 Annual Conference Financial Report

For the Period October 14, 2011 through October 13, 2012

Beginning Balance as of 10/14/11 \$48,161.37

Deposits:

10/14/11 - 11/13/11	\$12,325.00	
11/14/11 - 12/12/11	\$9,120.00	
12/13/11 - 1/12/12	\$1,245.00	
1/13/12 - 2/12/12	\$0.00	
2/13/12 - 3/12/12	\$2,460.00	
3/13/12 - 4/12/12	\$4,053.15	
4/13/12 - 5/13/12	\$0.00	
5/14/12 - 6/12/12	\$870.00	
6/12/12 - 7/11/12	\$1,880.00	
7/12/12 - 8/12/12	\$2,010.00	
8/13/12 - 9/12/12	\$590.00	
9/13/12 - 10/12/12	<u>\$6,670.00</u>	
Total Deposits		\$41,223.15

Interest Earned 10/14/11 - 10/14/12 \$50.77

Total Deposits and Interest Earned **\$41,273.92**

Expenses (Checks Cleared):

#510: LDCC-Articulation Workshop Reimburse	\$881.17	
#511: LSU-E-Articulation Workshop Reimburse	\$822.00	
#512: Delgado-Articulation Workshop Reimburse	\$2,642.00	
#513 & 514: VOID	\$0.00	
#515: LA Tech Bookstore - envelopes	\$5.82	
#516: LSU-A-Articulation Workshop Reimburse	\$875.00	
#517: LSU-S-Articulation Workshop Reimburse	\$576.13	
#518: Dillard University-Reimburse for Overpayment of Dues	\$300.00	
#519: NSU-2011-Conference Refund	\$125.00	
#520: C Watson-Conference Band	\$240.00	
#521: M Brown-Conference Band	\$240.00	
#522: J Vidrine-Conference Band	\$240.00	
#523: J Miller-Conference Band	\$240.00	
#524: J Boudreaux-Conference Band	\$240.00	
#525: P McCasland-Conference Band	\$350.00	
#526: Crown Plaza, Lafayette-Conference Hotel	\$12,290.94	
#527: Andy Benoit-Reimburse for Conference Plaque	\$46.33	
#528: Laura Weego-Reimburse Conf Hotel for SACRAO Rep	\$151.20	
#529: Carey Stickney-Reimburse Conf Hotel for AACRAO Rep	\$146.00	
#530: Crown Plaza, Lafayette-Conference Hotel	\$12,481.54	
#531: Void	\$0.00	
#532: TRC-Annual Fee for College Fair Automation (Scanner System)	\$468.00	
#533: LCTCS-Refund for Overpayment of Dues	\$600.00	
#534 & 535: VOID	\$0.00	
#536: CNA-Annual Insurance Premium (5/10/12-5/10/13)	\$514.04	
#537: Void	\$0.00	
#538: Clay Benton (LSU)-Cash Advance for 2012-13 Conf Exp.	\$500.00	
#539: LOD Cook Conf Center (LSU)-Deposit for 2012-13 Conference	\$1,825.00	
#540: Tulane Univ-Reimburse for 2012-13 Zone IV Articulation Exp.	\$2,252.50	
Total Checks Cleared		<u>\$39,052.67</u>

Other Charges:

No Other Charges \$0.00 \$0.00

Total Checks and Other Charges **\$39,052.67**

BALANCE AS OF OCTOBER 13, 2012 **\$50,382.62**

LACRAO
2012 Annual Conference - Financial Report Part II
As of November 1, 2012

Articulation Workshops

2011-12

Income:

College/University Fees Paid	\$ 6,010.00	
ACT Sponsorship	\$ 2,898.00	
Total from Fees and Sponsors		\$ 8,908.00

Expenses:

Reimburse Zone I	\$ 881.17	
Reimburse Zone II	\$ 822.00	
Reimburse Zone III	\$ -	
Reimburse Zone IV	\$ 2,642.00	
Reimburse Zone V	\$ 576.13	
Reimburse Zone VI	\$ 875.00	
SLCC -Zone III Invoice not paid	\$ 50.00	
Southeastern - Zone III Invoice not paid	\$ 70.00	
Total Expenses and Unpaid Fees		\$ 5,916.30

Net Income (Expense)	\$ 2,991.70
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**Income and Expenses for 2012-13 Articulation
Workshops have not been finalized yet.**

Recruitment Calendars Sold

2012-13

31