

**ASSOCIATION OF  
INTERMOUNTAIN  
HOUSING OFFICERS**



ASSOCIATION OF INTERMOUNTAIN HOUSING OFFICERS, INC.  
ANNUAL BUSINESS MEETING  
November 9, 1999  
University of Colorado--Boulder

- I. Call to Order – The meeting was called to order by President Deb Coffin at 4:48 p.m.
- II. Appointment of Parliamentarian – Lamon A. Oviatt, Jr., Brigham Young University, was appointed parliamentarian.
- III. Review of Agenda and Format – A motion was made by Dave McKelfresh to approve the agenda and format. Ray Gasser seconded the motion.
- IV. Quorum Report—there were 45 dues paying AIMHO institutions attending this year’s conference. 60% or 27 of these members need to be in attendance in order to have a quorum. 34 schools were in attendance. Therefore, we had a quorum.
- V. Review and Approval of Minutes—
- VI. Financial Report, Operating Budget 1998-1999—there were no questions regarding the financial report and operating budget for 1998-1999. Dave McKelfresh made a motion to approve the report. Curtis Grow seconded the motion. Thirty-one votes approved the report.
- VII. Reports
  - A. IACURH—Paula Bland of University of Colorado-Boulder and IACURH Advisor reported that IACURH would be taking place at University of New Mexico after the close of the AIMHO Conference. The IACURH organization continues to grow. The leaders are outstanding. There is a hope that the institution’s professional staff will continue to support the students’ involvement. IACURH is the smallest region in NACURH but it is also the strongest. If the support and encouragement of the professional staff did not exist this would not be the case.
  - B. RAppin ’99 Report—Melissa Pospahala of Adams State College reported that the conference went well. Thirty-six schools were represented at the conference. There were 32 programs and 299 delegates. The programs were rated an average of 4.5 on the evaluations. The delegates enjoyed Casino Night, Hoe Down and Hypnotist activities. The conference went over budget by about \$800.00.
  - C. ACUHO I/Western District Representative Report—Dave McKelfresh of Colorado State University reported there was a New CHO Institute offered this year. There were 30 participants. Carl Jardine will be the Seasoned CHO Institute Chair. ACUHO-I will be held in Pittsburgh, PA on July 9-11. There will be on-line registration for the conference. In October 2000 the combined workshops and conferences will be held in Florida at Walt Disney World. One of the keynote addresses will be given by Grant Sherwood. Dave encouraged the members to look at the ACUHO-I website. Member schools can advertise or look for positions. Dave suggested that there be a discussion and vote next year regarding regions affiliating with the national organization. There is a plan for 2001 to have electronic election ballots.
  - D. Program Report—Whitney Fleming of Utah State University, Chair of the Programs Committee and Rachel Kittelson of Western State College, Co-chair reported that the committee worked very well together. They received a great response from the region. There were 46 break-outs, 10 chat rooms

**ASSOCIATION OF  
INTERMOUNTAIN  
HOUSING OFFICERS**



and 6 roundtables. During the year the committee lost 2 members. This committee tried some new ideas. For example Jenn Hiatt designed posters to be used as passive programming. Slips were available for individuals to request topics for presentations or to indicate an interest in presenting. Appreciation was expressed for the host-school liaison Tammy Maltzan. The pen given to presenters with the inscription AIHMO was displayed.

- E. **Host Report**—Suzy Campbell from University of Colorado-Boulder reported that there were 45 schools in attendance. There were 188 delegates (187 paid and one delegate fee was waived for the Western District Rep). Delegate fees brought in \$39,270.00. Twenty-nine vendors paid for exhibit space: 23 single booths, 6 double booths. Booth income equaled \$15,725 and the vendors provided an additional \$5,675. Suzy expressed thanks for those who came.
- F. **Vendor Report**—Dennis Fuller of New Mexico State University reported there were eight first-time vendors. The vendors contributed \$11,000 worth of door prizes, Norse's hospitality and the Italian cookies and croissants provided by Campus Security Products were valued at over \$5,600. In addition the vendors provided pens, pillow cases, yo-yos, calendars, etc. John Ringle gave the prizes away during the breaks. Lori Lander from the host committee did a great job. John Stackpole helped also.
- G. **Rocky Mountain Training Institute Report**—Becca Hancock from Boise State University reported that Ruth Fink was the speaker for the conference. Twenty-three individuals attended the conference. The speakers fee totaled \$1,370. To aid the future budget the appropriations for future RMTIs have been "zeroed out". There are two proposals for the future of RMTI: eliminate the conference or make the conference financially self-sustaining. More discussion on this topic will occur during the Business Meeting.
- H. **Newsletter**—Mary Murphy of Arizona Western College expressed a hope that the members read the newsletter. Not all states were represented last year. For next year all states are represented, in some cases with two editors. The fourth issue will be post-conference and should be out in January. Submissions for that edition will be due to Mary by the time the halls close in December. The newsletter was self-funded this year due to a printer error. It is suggested that the newsletter go from four issues a year to three.
- I. **AIMHO Dues Report**—Jon Schrade reported that a study had been done comparing dues structures throughout the different regions. AIMHO's dues were extremely low in comparison. A proposal was made to increase the rates from \$35 to \$60 for schools with occupancy 0-1000; \$45 to \$80 for schools with occupancy 1,001-2,000; \$55 to \$100 for schools with occupancy 2,001-4,000; and \$70 to \$120 for schools with occupancy over 4,001. These rates are still relatively low and continue to be a good deal. The proposal was sent out and voted on. The proposal was accepted and is now in place. No questions were asked.
- J. **Diversity Committee**—John Fox of University of Denver reported that the committee was nine members strong. Three of the members came to the summer business meeting. They worked with the program committee and arranged to have one chat room and one program per session on diversity. There was a resource table available throughout the conference. The committee created a mission statement. That was shared with the members. Mark Benn and Christine Stevens were the diversity speakers at the conference. There is now a Commitment to Diversity award. A small plaque will be presented to the winner and a smaller plaque will be given to the school to keep. At the Newcomer's Reception there was a diversity ice breaker. The co-chair this year was Ray Gasser.

**ASSOCIATION OF  
INTERMOUNTAIN  
HOUSING OFFICERS**



K. Questions and Answers for Chairs/Officers written reports—Thanks was expressed for the work of the different chairs and the work that was accomplished this year in the region. Dave McKelfresh suggested reports be emailed to Shirl by December 1.

VII. Old Business—Two ballots were mailed to the membership. Quorum was assumed because ballots were sent to the full membership of the organization. The ballots were concerning the by-laws and the dues. Gratitude was expressed for the time schools took to fill out the ballots and return them. There were no further comments or question.

VIII. New Business

A. Conference Bids—AIMHO 2001, RAppin 2000—Fort Lewis College presented a bid to host AIMHO 2001. Tom Dunning made a motion to support the bid. Ron Peterson seconded the motion. There were no other nominations. The bid was approved with a vote of 30. University of Northern Colorado presented a bid to host RAppin' 2000. Jill Eckardt made a motion of support for the bid. Ron Peterson seconded the motion. The bid was approved with a vote 30.

B. Executive Secretary—By-laws proposed change—There was a proposal to change the structure of the Executive Secretary position. The change would create both a Secretary and Treasurer position. Changes were highlighted. The secretary would be a two-year term and would be involved with the management of information and database for the directory. Currently that responsibility is the president-elect's. It is a struggle to have no consistency with that responsibility. The treasurer position would be a three-year position.

Bob Smiggen made a motion to accept the proposal. Ed Bell seconded the motion.

Discussion surrounded the distribution of responsibilities; the impact having two positions instead of one would have on small schools. Questions were asked regarding the transition and if changing the position really solved some of the identified concerns or simply delayed the problems. After several minutes of discussion it was discovered that in order to change the position an amendment to the constitution would be needed. This would require one more school to be in attendance at the meeting.

After the discussion Dave McKelfresh made a motion to utilize a mailed ballot on the proposed split of the position. John Ringle seconded the motion. The motion was approved with a vote of 29 in the affirmative.

Deb asked that schools watch for the ballot and to promptly respond.

Steve expressed that if we cannot get 2/3 of the membership to come to the business meetings perhaps a change is needed. Deb indicated that would be considered at the summer meeting if it needed to be.

C. 2000-2001 Budget Review and Appointment of Financial Advisory Board  
Deb indicated that significant time was spent at the summer meeting balancing the budget. Some items have been eliminated or suspended. The proposed budget shows a positive bottom line. The organization is becoming financially healthier. Last year there were some concerns that there were not adequate funds in case of need.

Some of the reductions have been in RMTI seed money and conference speaker fees. The two options for the future of RMTI are to either suspend the conference for one year or make it become self-sustaining.

**ASSOCIATION OF  
INTERMOUNTAIN  
HOUSING OFFICERS**



Steve Sauer made a motion to accept the budget. Bob Smiggen seconded the motion.

Brad Shade expressed a concern that the amount for awards and recognition went down. He questioned if the amount was enough to do a good job with that portion of the organization.

Deb indicated that all committees would need to be creative with the ways they did their jobs. She also pointed out that the diversity committee amount was reduced to \$250.

Ron Peterson questioned the goal of the budget reduction and questioned if having larger reserves would impact the non-profit status.

Jon Schrade indicated that the goal was to have at least two years worth of operating budget in reserves. The amount of reserves would not impact the non-profit status of the organization.

Conference speaker fees were eliminated from the organizational budget with the intent that conference fees would need to pay for the speakers. Ginny Raclette asked what the impact would be on registration fees. PC indicated the delegate fee would be approximately \$260.

Jill Eckardt suggested we look at the conference schedule. She feels that if the registration is over \$250 some schools may not be able to attend. She would like to look at the length of other conferences and see what the impact would be of having a shorter schedule.

Deb Coffin and Dave McKelfresh indicated they believe our conference schedule is average length.

Thirty-one institutions voted to approve the budget for 2000-2001.

Bob Smiggen commended the executive board for their diligence with the budget.

The financial advisory board has been formulated to advise the executive board on financial possibilities. The following individuals have graciously offered their time to serve in this capacity: Lamon Oviatt, BYU; Bob Smiggen, NMSU; Paula Bland, CU-Boulder; Bob Hetzel, UNC.

**D. Elections**

**1. New Member at Large**

Connie Frazier nominated Bee Sena of New Mexico State University. Curtis Grow seconded the nomination

Bill Bolden nominated Matthew Brown of University of Arizona. Jim Van Arsdale seconded the nomination.

Tom Dunning motioned to close the nominations. Jeff Green seconded the motion.

The candidates briefly spoke about themselves.

**2. Executive Secretary**

John Ringle nominated Jill Eckardt from Mesa State College. Jeff Green seconded the motion.

Dana Kelly nominated Julie Franklin from Brigham Young University. Dan Fox seconded the nomination.

**ASSOCIATION OF  
INTERMOUNTAIN  
HOUSING OFFICERS**



Brad Shade moved to close the nominations. Adam Beaver seconded the motion.

The candidates briefly spoke about themselves.

3. President Elect

Bob Smiggen nominated Dennis Fuller of New Mexico State University. Becca Hancock seconded the nomination.

Carle Jardine nominated Suzy Campbell of University of Colorado-Boulder. Dave McKelfresh seconded the nomination.

Vicke Denniston moved to close the nominations. Curtis Grow seconded the motion. Twenty five approved, no one opposed.

The candidates spoke briefly about themselves.

- E. Presentation—Ron Peterson made a motion to the membership that in as much as the Residence Life Scholarship offered through AIMHO is unnamed, it could be named the Dallan Sanders Residence Life Scholarship. Steve Sauer seconded the motion. The motion passed with 30 votes.

Deb expressed thanks to Ron for the proposal and for continuing the history of some of our former members.

- F. Election Result Announced  
New Member-at-Large: Bee Sena  
Executive Secretary: Julie Franklin  
President Elect: Suzy Campbell

Deb thanked all six candidates for their willingness to serve. She expressed a hope that those not elected would continue to be involved.

- IX. Announcements—Deb asked that schools turn in their directory sheets to the back table before leaving.

Ed Bell from Colorado College who is new to the region indicated he would have a position opening soon due to Cindy Zomcheck submitting her resignation. He asked us to watch for the job announcement.

Curtis Grow apologized for the mistake on the pens.

- XI. Adjourn—Deb Coffin indicated she would entertain a motion to adjourn the meeting. Tom Dunning made a motion to adjourn. Dave Wilcox seconded the motion. The meeting was adjourned at 6:49 p.m.