

AIMHO Business Meeting Minutes
November 6, 2001
Durango, Colorado

- I. Call to Order: President Suzy Campbell of University of Colorado-Boulder called the business meeting to order at 8:23 a.m. on Tuesday, November 06, 2001.
- II. Appointment of Parliamentarian: Lamon A. Oviatt, Jr. of Brigham Young University was appointed parliamentarian.
- III. Review of Agenda and Format: Suzy Campbell noted changes to the agenda. There will be no reports from representatives of IACURH or RAppin 2001 as no representatives were in attendance at the conference. Also the Western District Representative, Eddie Bankston from California State University-Chico previously presented his report.
- IV. Quorum Report: Thirty-five schools attended the business meeting. There was quorum.
- V. Review and Approval of Minutes: Ruth Stoddard of Colorado Mountain College made a motion to approve the minutes. Deb Coffin of University of Colorado-Boulder seconded the motion. The minutes were approved unanimously.
- VI. Officer Reports:
 - a. President: Suzy Campbell reported further developments in the strategic planning initiatives. She expressed appreciation for input from members of the association.
 - b. President Elect: Rachel Kittelson of Western State College of Colorado highlighted the achievements of the AIMHO volleyball team. She thanked Norse Furniture for sponsoring the team t-shirts. Rachel asked that institutions return their directory information. On Wednesday she will be announcing the Sage Award honoree for 2002.
 - c. Past President: Jon Schrade of Western Wyoming Community College expressed gratitude for the opportunity to be involved during the past three years.
 - d. Secretary: Julie Franklin of Brigham Young University mentioned that the files are prepared to transition to the new secretary. The status of AIMHO.org was briefly discussed.
 - e. Treasurer Report: Mike Jolly of Adams State College mentioned new schools that have joined the association since last year. He also reported that several continuing schools have not paid their dues. He expects checks by the end of the November 30th so he can finalize the books for the month. Mike discussed the budget. 35% of last years net will be rolled forward to the 2002-2003 budget when it will be used as AIMHO

scholarships. Lamon Oviatt questioned the \$250 line item for a regional reception at the ACUHO-I conference given the location of the next conference. Mike agreed the amount was negligible but there was a desire not to lose the line item for possible future use. Lamon suggested the line item remain but that it not be used.

Jon Schrade made a motion to approve the proposed budget. Larry Loftin of University of Colorado-Boulder seconded the motion. The budget was approved unanimously.

- f. Member at Large-Entry Level: Bee Sena of Arizona State University-Williams Campus thanked the association of the opportunity to be involved. She recognized the newcomers who were present at the business meeting. She briefly spoke of the NHTI scholarship and the opportunity available to the members of the region to receive a scholarship to NHTI.
- g. Member at Large-Senior Level: Dan Fox of Western State College of Colorado recognized Mike Jolly for his efforts in recruitment.

VII. Committee Reports:

- a. Program Committee: Jenn Hiatt of Arizona State University thanked the presenters for their patience amid her “stalking” people regarding programs. Jenn talked about the newsletter this year. There were three issues. The final issue was sent over the email. There is a hope that in the future the newsletter will be mailed only as a pdf file. Advertising in the newsletter brought in \$100. Chat rooms and round tables continued to be a part of the program this year. Jenn expressed thanks to Fort Lewis College for being easy to work with.
- b. Host Committee: Ana Vasquez and Jill Wiegert of Fort Lewis College reported that 42 schools had registered for the conference including University of Nevada, Reno which is out of the region. There were 156 paying delegates, 17 paying exhibitors and 5 non-paying exhibitors. The budget was created for 160 delegates and 25 exhibitors. At first glance it seems that the conference budget would not balance but exhibitors were extremely generous in their donations and over \$6,000 were collected to help cover conference costs.
- c. Exhibits Committee: Andy Sheston of Fort Lewis College and John Ringle of Boise State University reported on the vendors. John expressed thanks to Andy for his diligence. There were 17 paying corporate partners, 5 educational “freebies”, and donations of substantial amounts of money. The exhibitors are truly corporate partners, some of the sponsors not in attendance at the conference due to conflicts with other conferences.
- d. Professional Development Committee: Patrick “PC” Call of University of Arizona expressed thanks to the presenters at the professional development session on Sunday: Deb Coffin, Lamon Oviatt, and Ginny Racette of Sheridan College. There were 19 registered participants, 15 of whom came to the session. Planning for the future will continue.

- e. Diversity Committee: Georgia Totress of Northern Arizona University discussed the committee's involvement in picking the keynote speaker on diversity. She has created the applications for scholarships and prepared a disk to pass on with the binder to the new Diversity Committee chair. Georgia encouraged everyone to go to the diversity booth to see the items and participate in the activities there.
- f. Finance Committee: Sage Tom Dunning reported that the treasurer did a wonderful job.
- g. Awards and Recognition Committee: Whitney Fleming from Utah State University highlighted some items from her submitted report and mentioned there will be an adjustment to the budget when costs from engraving are submitted. Thanks was expressed to Whitney for the presentation on Dick McKinnon.
- h. Research and Information Committee: Jill Eckardt from Mesa State College shared that there were two computers in the Research and Information booth with websites identified and bookmarked for conference participants to browse and have access to some good examples of sites.
- i. Technology Report: Jay Childs of Colorado Northwestern reported that some groundwork had been established during summer. People are now in place to help address the issues of technology. Jay also mentioned that his committee will be taking on the web page challenge.

VIII. Old Business: Super Regional—Suzy Campbell has had discussions with the presidents of the two western regions involved in the Super Regional. The conference is planned for February 2003. AIMHO will not be an official sponsor of the conference but Suzy will help support the planning effort.

IX. New Business:

- a. AIMHO 2003--John Ringle nominated Montana State University as a host site. Dave Wilcox of University of Northern Colorado seconded the nomination.

University of Utah was nominated by Larry Loftin of University of Colorado-Boulder. Bill Bolden from Fort Lewis College seconded the nomination.

There was some discussion about the support of the possible host school, a desire to capitalize on the "ambiance of the Olympics", and the possibility of holding AIMHO 2004 at MSU.

After a vote it was decided to hold AIMHO 2003 at University of Utah.

Tom Dunning nominated MSU to host the conference in 2004. Ruth Stoddard of Colorado Mountain College seconded the nomination. After some discussion and a comment by Ken Marquez of Adams State

University it was decided to delay choosing the host site of 2004 until AIMHO 2002. Tom Dunning withdrew his nomination.

- b. RAppin' 2002--Don Lovelace of Brigham Young University nominated BYU as the host site. Jill Eckardt seconded the nomination.

Jon Schrade motioned to cease the nomination. PC seconded the motion. The motion passed unanimously.

Brigham Young University will be the host site for RAppin' 2002

- c. There was a suggestion to secure a bid for RAppin' 2003. There were no objections to soliciting the bids now. Sean Flaherty of University of Colorado at Colorado Springs nominated University of Northern Colorado as a host site for RAppin' 2003. Bill Bolden seconded the motion.

Jon Schrade made a motion to close the nominations. PC seconded the motion.

University of Northern Colorado will be the host site of RAppin' 2003. One institution descended.

- d. Member at Large (entry level)—Suzy Campbell solicited nominations for the Member at Large (entry level) position. Laura Bennett of Colorado College was nominated by Cindy Zomchek from Colorado College. The nomination was seconded by Larry Loften.

Larry Loften was nominated by PC. Whitney Fleming seconded the nomination.

Kori Taylor from Colorado Mountain College-Timberline was nominated by Jay Childs. The nomination was seconded by Ruth Stoddard.

Vanessa Pighetti from University of Colorado Boulder by Deb Coffin. The nomination was seconded by Ginny Racette.

Jill Eckardt moved to closed nominations. Andy Sheston seconded the motion.

Jill Eckardt asked CHOs to comment on institutional financial support of nominees. All of the CHOs indicated there would be institutional support for the candidates.

A run-off between Laura Bennett and Kori Taylor was necessary.

Laura Bennett was announced as the New Member-at-Large (entry level).

- e. Secretary--Paula Bland from University of Colorado-Boulder was nominated by Julie Franklin. The nomination was seconded by Whitney Fleming.

Jenn Hiatt was nominated by Jay Childs. Andy Sheston seconded the nomination.

The CHOs from the institutions were invited to comment. Deb Coffin offered support for Paula. The CHO of ASU was not present and Jenn Hiatt indicated she would be willing to pay her own travel if necessary.

Tom Dunning reminded the membership there had been no motion to close the nominations. Suzy Campbell asked if there were any other nominations. She asked if there was any opposition to closing nominations. There were none.

Jenn Hiatt was announced as the new secretary.

- f. President Elect--Jon Schrade nominated Patrick Call. The nomination was seconded by Greg Ziebell of University of Arizona.

Lamon Oviatt nominated Dennis Fuller seconded by Patrick Call.

Jill Eckardt motioned to close the nominations. Ginny Racette seconded the motion.

PC was announced as the new president elect.

- g. Other New Business—Suzy Campbell asked if there were any other new business items. Jon Schrade mentioned the need for a history booth display. He also mentioned there may be a need in the future to create a stockpile of the AIMHO president plaques.

With no motion on the floor the Executive Board will take the issues under advisement and discuss the items at the summer meeting

Jill Eckardt suggested that the Awards and Recognition Committee do some research prior to the summer meeting.

Rachel Kittelson accepted the charge.

Bill Bolden brought up the question of funding the cost of the Sage attending the conference if the person awarded the Sage has already

retired. Thanks was expressed to Colorado State University for funding Tom Dunning this year.

Bill also brought up the issue of cost for keynote speakers being included in the cost of the conference registration. Bill Bolden made a motion that the executive board look at the present procedures for funding the keynote speakers. Jill Eckardt seconded the motion.

Jill Eckardt mentioned the discussion that had occurred during strategic planning of having corporate sponsors sponsor the major speakers.

Jon Schrade mentioned the history of eliminating the major speakers from the regional budget.

Tom Dunning expressed the idea of using the talents within the region, faculty, etc. as keynote speakers.

Deb Coffin continued the discussion of corporate sponsorship. Rachel Kittelson has identified this as an issue to be worked on by a task force.

Jeff Bondy of Montana State University suggested that the Programming Committee have a designated process of soliciting suggestions from member institutions for possible keynote speakers.

Jenn Hiatt reminded the membership of the need for a timely decision on this issue in order to allow the Programming Committee for 2002 to have high chances of success.

Larry Loften discussed the use of conference add-on by IACURH to help finance a variety of things.

Laurie Tennison from New Mexico Tech expressed concern for costs of the conference to be too high.

Suzy Campbell asked if there was any opposition to closing the discussion. Seeing no objections Suzy closed the discussion.

- X. Announcements: Deb Coffin expressed thanks to Suzy Campbell. University of Colorado-Boulder is proud of Suzy's contribution at the AIMHO President and for her leadership at CU-Boulder during a difficult time.

Ginny Racette asked that voting cards be recycled

XI. Adjourn: Jon Schrade made a motion to close the meeting. Michael Anderson of University of Nevada Reno seconded the motion. The meeting was adjourned at 9:50 a.m.