

## **ANNUAL BUSINESS MEETING MINUTES**

**November 5, 2012**

**Montana State University – Billings, MT**

- I. Call to Order by Cindy Anderson  
President Cindy Anderson called the meeting to order at 4:33 pm
  
- II. Quorum Report by Lori Lander  
Quorum has been met. There are 40 school (out of 42) schools presents with voting rights. Colorado School of Mines signed into the business meeting at 5:27 pm bringing the number to 41 schools.
  
- III. Appointment of Parliamentarian by Cindy Anderson  
Cindy Anderson appointed Chris Mullen from Northern Colorado University as Parliamentarian.
  
- IV. Review and Approval of Minutes of 2011 Annual Meeting by Rhonda Park Uber  
University of Idaho (Ray Gasser) moved to accept the minutes from the 2011 Annual Business Meeting in Albuquerque, New Mexico.  
Colorado State University (Shirl Portillos) seconded the motion  
Discussion – Confirmation that submitted reported would be entered into the records but not in the minutes.  
Vote: 39 – yes, 0 - no, minutes passed.
  
- V. Officer Reports – written reports were on the tables and will be included with the minutes.
  - A. President Cindy Anderson – Report stands as submitted
  - B. President Elect Julie Franklin – Report stands as submitted
  - C. Past President Chris Ralphs – Report stands as submitted
  - D. Secretary Rhonda Park Uber – Reported she took minutes for the monthly meetings and the summer meeting.
  - E. Treasurer Lori Lander – Report stands as submitted
  - F. Treasurer-Elect Richard Clark – Report stands as submitted
  - G. Member at Large (Senior Level) Cory Shapiro - Report stands as submitted
  - H. Member at Large (Entry Level) Megan Chibanga – Report stands as submitted
  - I. AIMHO Rep to the ACUHO-I Foundation Board Karen Morian reported last year raised \$746. The ACUHO-I Foundation has risen over \$100,000 this year. So far over a \$1000 has been raised at this year’s AIMHO’s conference.
  
- VI. IACURH Report by Kara Lohberg, IACURH Director  
Kara thanked President Anderson and President Elect Franklin for being able to attend the AIMHO Conference. She gave a PowerPoint information presentation about IACURH, including who was on the executive board. She reported that South Africa has joined the region and has been added to the regional communication. She presented the association’s goals and priorities. The 2012 conference will be at the University of New Mexico “Unlimited Possibilities, Unlimited Potential.” She asked for continued support from

housing offices to help the students at the different campuses to help develop student leaders who may eventually find housing as a career choice.

VII. RAppin 2012 Conference Report

Dr. Ray Gasser reported that the conference was run solely by students. The goals for the conference were diversity in programming and increased in networking. There were 33 schools with 252 delegates. There was a loss of about \$1500 because a school had committed 17 delegates and ended up not showing up. This ended up with empty beds. He recommended that there was a clear cancellation policy. There has been an effort to reach out to this institution to see about recovering some of these costs.

VIII. Report from NWACUHO

Elaine Ames, President, thanked AIMHO and brought greetings from NWACUHO. Their annual conference is in Tacoma WA. They are making progress with their five year master plan. There is a subcommittee that is looking at the governance of their associations. Last year they started a First Friday Webinar. There will also be a drive in conference in Portland, Oregon. She thanked AIMHO for partnering for the ACE reception in Anaheim.

IX. Committee Reports: Paper & Electronic Copies Are Available

- A. AIMHO College Troy Campbell – There were 28 participants who attended the AIMHO College. The faculty was Hannah Lozon, Dr. Ray Gasser, Dr. Cory Shapiro, Dr. Eileen Hulme, and Teri Engelke. They anticipate giving back about \$758 back to the association. The book used was “Go Use Your Strengths to Work.” He thanked the SHO for the shared breakfast on Sunday.
- B. Awards & Recognition Jeff Rosenberry – This is the highest number of award nominations at 58. The committee took a new step for an interactive opportunity to recognize those in the association. The rest of the report stands as submitted.
- C. Diversity & Social Justice Bailey Borman – Report stands as submitted
- D. Host Committee Jeff Rosenberry – There are 180 attendees. There are 28 corporate partners with a total of about \$40,000 in sponsorships. Kelly Grantham worked hard with getting all of partners at the conference this year. He anticipates that committee will return the \$13,000 back to the association. He recognized Lori Lander, Julie Franklin and Cindy Anderson for the support and help with making the conference happen.
- E. Marketing Liz Greenfield – Stands as submitted
- F. Program Committee Sue Belatti – Programs seem to be going well. The rest of the report stands as submitted.
- G. Research & Information Richard Workman – Stands as submitted.
- H. SHO Institute PC Call – There were 10 participants. They are funded through Southwest Contract and were able to stay within budget. The SHO will continue next year.
- I. Web Master Josh Hill – Stands as submitted.

X. Old Business

- A. IACURH MOU – President Cindy Anderson reported that a Memo of Understanding with IACURH that provides a formal articulation agreement that spells out the

expectations from each association. This will now go to IACURH Conference to be signed. Once signed it will be posted on the web.

- B. NWACUHO Affiliation Agreement – The agreement that has been in place was renewed and signed and will be sent to NWACUHO for signature.

#### XI. New Business

- A. Adoption 2013-2014 Budget – Treasurer Lori Lander provided the proposed budget. She reported that most of the business that the association does is in September through November. So while it appears there is a large amount in the accounts, many of the conference bills have not been paid. The budget is based on a zero based budget. Last year a new dues structure was implemented this year. The interest in the CD accounts did not do as well as in the past. The corporate partners' amount will change slightly because the presented budget was as of October 31, 2012 and there have been additional funds added since then. Next year the host committee is going to be asked to give back to association with the anticipation that the attendance will be higher given the location. This year all of the funds for the keynotes were put into separate line items. She is proposing not funding scholarships out of the operating budget and to fund these out of the carry over.

Brad Shade (Northern Colorado University) motioned to approve the budget  
Barb Meryhew (Casper College) seconded the motion  
Vote - 40 yes pending any corrections.

#### B. Conference Bids

- 1. AIMHO 2014 –The members from Utah State University provided a media presentation. The proposed location would be in Logan, Utah. The host location would be the Riverwoods Conference Center and is attached to a Marriott Hotel. The proposed dates are November 9-11, 2014. The host committee is looking into the shuttle services from the Salt Lake airport and trying to arrange a discount with the shuttle service.

The president entertained a motion to accept the bid by vote of acclimation  
University of Colorado Boulder (Paula Bland) – motioned to accept the motion  
Boise State University (Ray Gasser) – seconded the motion  
Vote passed by acclimation

- 2. RAppin' 2014 – University of New Mexico gave a verbal bid to host the conference. The proposed dates are October 17 – 19 or 24 - 26. The dates would be determined once the IACURH dates are set. The conference would be at the Embassy Suites. The conference sessions would be on campus in the student union.

The president entertained a motion to accept the bid to vote by acclimation  
Sante Fe Art and Design (Ebonie Carter) motioned to accept the motion  
Weber State (Allison Hayes) seconded the motion  
Vote passed by acclimation

C. Elections – Candidate statements were placed on the tables.

1. Member at Large (Senior Level)

Candidates for the Member at Large (Senior Level) included:

Liz Grant Greenfield from Montana State University - Bozeman

Jeff Rosenberry from Montana State University - Billings

Ruth Stoddard from University of New Mexico

Outcome: Jeff Rosenberry was elected as Member at Large (Senior Level)

2. Secretary (Term Completion)

Candidate for the Secretary included

Liz Grant Greenfield from Montana State University - Bozeman

BYU (Bess Hess) called by vote by acclamation

Boise State (Sundi Musnicki) seconded the motion

Outcome: Liz Grant Greenfield was voted in by acclamation as Secretary to finish the term of Secretary vacated by Rhonda Park Uber.

3. President Elect

The candidates for President Elect included

Paula Bland from the University of Colorado – Boulder

Shirl Portillos from Colorado State University

Outcome: Shirl Portillos was elected as the President Elect

XII. Announcements

The Barb Remsberg from the University of Utah provided a brief verbal presentation about RAppin. This will be a student led conference. The dates for Rappin will be October 11-13, 2014.

The host committee announced the drawing for the free dinner from one of the participating Night on the Town restaurants will be in the lobby at 7 pm

XIII. Adjourn

University of Wy (Patrick “PC” Call) motioned to adjourn the meeting

Casper College (Barb Meryhew) seconded the motion

The meeting was adjourned at 5:59 pm.