



FACRAO
2022 Business Meeting Minutes
The Plaza Resort & Spa, Plaza A
June 8, 2022

1. Call to Order

- a. FACRAO President, Ed Trombley began Business meeting at 12:45pm.
- b. Welcome and thank you to Lunch and Annual Business meeting Sponsor, A.M. SIMPKINS & ASSOCIATES
- c. Thanks to the staff of the Plaza for their service
- d. Housekeeping items:
 - i. Please provide feedback on session surveys
 - ii. Presenters are asked to send copies of their presentations to tech@facrao.org
 - iii. Webinars call for volunteers should contact professionaldevelopment@facrao.org

2. President's Remarks

- a. This has been a successful conference, and a long time coming since we started 3 years ago.
- b. It has been since 2019 since our last in-person conference in St. Augustine and it was amazing to see how much response we received from our sponsors, presenters, and attendees. Thanks to all who joined us this week.

3. Approval of Minutes

- a. The Business Meeting Minutes from 2021 are located in the conference app.
- b. Ed asked if there were any, amendments, additions, or corrections to make. There were none.
- c. Motion to approve from Andrew Konapelsky, second from Alton; All in favor, none opposed and none obtained. Minutes approved.

4. Finance and Budget

- a. Ed Trombley introduced Amanda Douglas, Treasurer, to discuss the budget.
 - i. **Recap of Financial Notes for 2021-2022** – The 2021 summit was remote so the costs were minimal.

- ii. **2021 Financial Statement Recap** – Amanda recapped the 2021 Financial Statement to show the previous changes that took place in the 2021 statement due to the cancellation of the Annual Summit. We have received more membership dues than we have in past years.

2021 Financial Statement		
July 1, 2021 – May 2022 (as of 6/02/2022)		
Beginning Balance		\$ 89,812.67
Fees Received		
2022 FACRAO Annual Membership Dues	\$ 7,750.00	
Summit Vendor Regs. & Sponsors	\$ 30,600.00	
Conference Registration	\$ 34,950.00	
Total Fees Received for 2021-22	\$73,300.00	\$ 73,300.00
Total Balance		\$163,112.67
Expenses		
EFT Refunds	\$ 825.00	
Admin Expenses	\$ 7,632.31	
Executive Committee Expenses	\$ 1,436.74	
Summit Expenses	\$ 816.20	
Total Expenses for 2021-22	\$ 10,710.25	\$ 10,710.25
Final Balance		\$ 152,402.42

5. **Proposed Budget for FY2022** –

Proposed Budget FY 2022	
<ul style="list-style-type: none"> ▪ Items to Consider..... <ul style="list-style-type: none"> ▪ Continuation of Partnership with AACRAO to subsidize <u>MemberClicks</u> cost ▪ Explore strategic opportunities to increase memberships and continue to minimize costs (i.e. offer scholarships) ▪ Continue efforts to boost Corporate Sponsorships ▪ We are planning to continue the 14th annual Higher Education Summit as scheduled (June 04, 2023 – June 08, 2023) at the Florida Hotel in Orlando, Florida ▪ Reminder to all members to submit their Association dues for the new membership year <ul style="list-style-type: none"> ▪ Online payments are strongly encouraged for future renewal payments and conference registrations ▪ Update your Controller's and Budgeting offices regarding new officer contact info for Treasurer related mailings (i.e. checks) 	

- b. **Motion to Approve Budget** – Ed thanked Amanda for everything he has done for FACRAO as Treasurer. Amanda made a motion to approve the budget. Novella Franklin seconded. All in favor, none opposed, and none obtained. Minutes approved.

6. **Recognitions**

- a. Thanks to William Gill, Director of Government Relations, AACRAO for his time and for providing us with legislative updates.
- b. Thanks to SACRAO for their use of the conference app
- c. Thanks to all our presenters who shared great professional development opportunities.
- d. Thanks to our exhibitors and sponsors! We could not put on this conference without you.
- e. Ed also recognized the current FACRAO Executive Board and thanked them for their commitment. Each member will be receiving a plaque to thank them for their service this year, once they come in!
 - i. Edward Trombley, President
 - ii. Diana Hull, President Elect
 - iii. Mimi Roberson, Immediate Past President
 - iv. Amanda Douglas, Treasurer

- v. N. Tanesha Davis, Treasurer Elect
- vi. Andrew Konapelsky, Secretary
- vii. Valerie Kisseloff, V.P. Professional Development
- viii. Angela Brill, V.P. Communications and Member Relations
- ix. Amber McCown, V.P. Emerging and Specialized Programs
- x. Helen Gonzalez, V.P. of Information and Technology
- xi. Novella Franklin, Corporate Liaison
- xii. Alton Austin, FCRAO Chair

7. Transition of Officers

- a. Mimi Roberson as immediate past present and chair of the nominations committee (To include, Mike Hutley and Amanda Douglas) presented the new slate of officers.
 - i. Diana Hull, President
 - ii. Andrew Konapelsky, President Elect
 - iii. Ed Trombley, Immediate Past President
 - iv. N. Tanesha Davis, Treasurer
 - v. TBD, Treasurer Elect
 - vi. TBD, Secretary
 - vii. Alton Austin, V.P. Professional Development
 - viii. Angela Brill, V.P. Communications and Member Relations
 - ix. TBD, V.P. Emerging and Specialized Programs
 - x. Helen Gonzalez, V.P. of Information and Technology
 - xi. Chris Bibbo, FCRAO Chair
- b. Mimi called for nominations from the floor. No additional nominees were presented or volunteered.
- c. There was no discussion, so Mimi turned the slate officers over to Ed for a motion to approve.
- c. Ed Trombley asked for a motion to accept the slate of officers for 2021-22. Mimi Roberson motion to approve, Valery Kisseloff seconded. All in favor, none opposed, and none obtained. Minutes approved.
- d. Ed turned the meeting over to Diana Hull as the new President of FACRAO for 2022-23.

8. Remarks from Incoming President, Diana Hull

- a. Thanks to Ed for his leadership and time planning our first in-person summit.
- b. Thanks to the Plaza, sponsors, and presenters.
- c. Thanks to our attendees and how important it is to have you all attend.
- d. Discussed how the pandemic has had positive outcomes with helping institutions to move forward

9. Open Forum or New Business Items

- a. Diana asked if there were any questions or new business items from the floor. No questions or comments came from the floor.
- b. Diana handed out various raffle prizes to our members.

10. Adjournment

- d. Mimi Roberson made a motion to adjourn the meeting. Ed Trombley seconded. All in favor, none opposed, and none obtained. Minutes approved.
- a. The meeting was adjourned at 1:42 p.m.