

**2008 MACRAO Annual Business Meeting**  
**Thursday, November 13, 2008**  
**Dearborn, Michigan**

**Call to Order:** Howard Shanken called the meeting to order at 12:00 p.m. He welcomed the membership to the conference and asked institutions to pick up voting cards. Howard recognized the vendors and thanked them for their support. He mentioned that MACRAO is an organization of accomplishments and that we have raised over 1,000 food items to be donated. Howard also recognized members who are retiring.

**Announcements:** Karen Hutslar shared general announcements regarding the conference.

**Secretary's Report:** Stacey Stover presented the minutes from the 2007 business meeting held on November 8, 2007 in Grand Rapids, Michigan. A motion to accept the Secretary's report was made by Paula Dykstra and seconded by Steve Shablin. The motion was approved.

**Treasurer's Report:** Duff Zube presented the Treasurer's report. A motion to approve the Treasurer's report was made by Paul Wright and seconded by Paula Dykstra. The motion was approved.

**Bylaw Changes:** Paula Dykstra led the discussion regarding the bylaw changes. Questions raised from the membership included a question on the bylaw changes. A request was made for clarification regarding the need for the legislative issues committee and the need to raise dues based on the ending balance as of October 31, 2008. Howard explained that the excess in the Treasury is needed to pay for the current conference and to develop the leadership of the committee chairs. A motion to approve the bylaws in their entirety was made by Paul Schmidt and seconded by Steve Shablin. The motion for all changes was approved.

**Invitation to the 2009 Conference:** Debbie Harju highlighted the 2009 Conference at Boyne Mountain November 4-6, 2009.

**Vice President's Report:** Debbie Harju asked for the membership to consider leadership roles on committees. She currently has openings on her LAC and there are openings on all committee at this time. Please complete and forward the MACRAO Committee Membership Application to Debbie as soon as possible. The Executive Committee is encouraging all members to get involved; new and old, from private and public institutions and from two year and four year schools.

**Recognition of Committee Members:** Debbie Harju recognized all of the committee chairs and committee members. Howard Shankin recognized Barmak

Nassirian from AACRAO and Leroy Rooker, from the Family Policy Compliance Office.

**Recognition of Honorary Members:** Howard Shanken recognized Dick Stevens for his service to MACRAO and a brief summary of his professional vita was presented. Dick was presented with a plaque. Dick made a few comments to the membership. TJ Mohl recognized Sedgwick Harris for his service to MACRAO and a short summary of his professional accomplishments was shared. Sedgwick was presented with a plaque. Sedgwick made a few comments to the membership. Mark Ulseth was recognized by Paul Schmidt for his service to MACRAO and a brief summary of his resume was presented. It was announced that Mark unfortunately was unable to attend.

**Election of Officers:** Jim Dwyer recognized the members of the nominations committee and thanked them for their service. They included Diane Praet, past president for 2004-05, Jim Dwyer, past president for 2007-2008, Evan Montague (from Alma College), representing a private institution, Barbara McKinney, (from Western Michigan University) representing a four-year public university, and Tom Bell, (from West Shore Community College) representing a two-year public institution.

Jim then presented a nomination for Pete Lacey for Treasurer. Hearing no additional nominations from the floor, he entertained a motion for approval. The motion was made by Paul Wright, seconded and approved.

Anne Monroe was then presented for nomination for Vice-President. Hearing no further nominations from the floor, Jim entertained a motion for approval. A motion was made by Steve Shablin, seconded by Paula Dykstra and approved.

Jim then presented the nominations for the 2009 Nominations Committee. The nominations included Vicki Bassett (from Aquinas College), representing a private institution, Betty Wagner (from Central Michigan University) representing a four-year public university, Ron Hughes (from Macomb Community College) representing a two-year public institution. Hearing no further nominations from the floor, Jim entertained a motion for approval. The motion was made by Nancy Potter and seconded by Troy Tissue. The motion was approved. Jim announced that the other members of this committee will be Howard Shanken and Paula Dykstra as the past two presidents.

**Recognition of Outgoing Treasurer:** Duff Zube was recognized for his dedication as the Treasurer of MACRAO. Howard Shanken presented Duff Zube with a plaque for his service.

**Recognition of Past President:** Jim Dwyer was recognized for his role as the Past President. Howard Shanken presented Jim Dwyer with a plaque.

**EEO Award:** Sara Hill, Past Chair of the Equal Educational Opportunity Committee, reported that there were six nominations for the Equity in Education award this year. She highlighted the programs that were nominated this year. The award went to the Bridge Program at Northwestern Michigan College. Accepting the award was David Crawford.

**Transfer Program Award:** Susan Cushnier and Sylvia Stancil presented the Outstanding Transfer Student Program Award sponsored by the Articulation Committee. The award went to the University of Michigan Dearborn for their program on seven micro sites. Christopher Trembley accepted the award.

**Outgoing President's Remarks:** Howard Shanken thanked everyone and presented the highlights of the past year via a PowerPoint to the membership. The presentation also addressed the issues raised by the membership in response to the member survey. Howard Shanken passed the gavel to Karen Hutslar, new President of MACRAO.

**New President's Remarks:** Karen Hutslar thanked everyone for attending the conference and invited anyone interested in committees to come by the committee breakfast on November 14. Karen thanked Howard for his service as President. Howard was presented with a plaque.

**Adjournment:** Karen Hutslar adjourned the meeting at 1:13 p.m.

Respectfully submitted,

Stacey M. Stover  
MACRAO Secretary