

**MACRAO Executive Committee Meeting
February 25, 2005**

**Eastern Michigan University
Ypsilanti, Michigan**

PRESENT: Paula Dykstra, Tracey James-Heer, Diane Praet, Vickie Scavone, Michele Thomas, Mark Ulseth

Absent: Sedgwick Harris, Jeff Hartman, Dorene Root, Carol Taberski

CALL TO ORDER Diane Praet called the meeting to order at 10:25 a.m.

MINUTES Paula Dykstra moved and Tracey James-Heer seconded approval of the January 27, 2005 meeting minutes with correction. Approved.

REPORT **Treasurer:** Michele Thomas reported that the current balance is \$40,868.65. Paula Dykstra moved and Tracey James-Heer seconded approval of the Treasurer's report.

We received membership dues from Central Michigan University & Lansing Community College. We should be receiving University of Michigan-Dearborn's dues soon. This leaves three schools that have not paid 2004-2005 dues: ITT – Grand Rapids, LCC, Michigan Jewish Institute & St. Cyril Methodius.

Michele also submitted an unclaimed property agreement for Wayne State University.

President: Diane received a phone call from a Michigan Senator's aide who is interested in meeting with MACRAO regarding the transfer wizard, articulation and a common course numbering system for Michigan. A date and time have not yet been selected. Diane would like 3-4 members to come to the meeting for an open discussion. More information will be forthcoming.

President-Elect: Sedgwick Harris was unable to attend, so no formal report was made.

Vice President: Paula Dykstra reported that the January LAC meeting went very well. She distributed another updated committee membership roster. The Articulation and Data & Technology committees will be doing Pre-conference Workshops. Tom Bilger from Ohio State University will be our AACRAO representative.

Tracey James-Heer moved and Michele Thomas seconded a motion for Paula Dykstra to attend the AACRAO Leadership Conference in December, 2005 at a cost of \$500.

Past-President: Carol Taberski was unable to attend, so no formal report was made.

Historian: Dorene Root was unable to attend, so no formal report was made.

Webmaster: Mark Ulseth reported that registration forms on the web site can now go directly to the appropriate person.

Newsletter Editor: Jeff Hartman was unable to attend, so no formal report was made.

Directory Editor: No report.

OLD BUSINESS:

Committee Budgets: The EC made the following decisions:

-EEO – Approved \$748.

-Data & Technology – Approved \$1,050.

Tracey James-Heer moved and Paula Dykstra seconded approval of these budgets. We still need a budget from the LAC and EC. Diane and Michele will put one together for the EC.

Hyatt 2008 Contract: The EC decided to move forward with the Dearborn Hyatt 2008 contract and sign it. Therefore, the conference will be held November 12-14, 2008 at the Hyatt, with 125 sleeping rooms. The EC decided to do this because it allows the original attrition from the 2004 conference to be forgiven.

Ohio is very interested in joining us at the Hyatt in 2008. We will continue our conversations with Ohio & Indiana. If necessary, we will reopen the contract to add on to it.

NEW BUSINESS

Grand Traverse 2006 Contract: Paula stated that the LAC had a good meeting at the Grand Traverse Resort in Traverse City. They have some very good meeting spaces and the rooms are great. There is a registration area with a desk and office that locks. Once we sign the contract, the cancellation charges go into effect. The Resort is willing to give the EC and Chairs tower rooms for the lower price. There is a resort fee of \$8.95 per room, per night, but overall, it looks good.

Spring newsletter draft: We need two more pages. Jeff will be encouraged to use his creativity and solicit MACRAO news from members.

NEXT MEETING

The next meeting is scheduled for Thursday, April 7, 2005 at University of Detroit Mercy.

ADJOURNMENT

The meeting adjourned at 12:50 p.m.

Respectfully submitted,

Tracey James-Heer