

**MACRAO Executive Committee Meeting  
July 10, 2003**

**Grand Valley State University  
Grand Rapids, Michigan**

**PRESENT:** Holly Diamond, Pam Liberacki, Tory Parsons, Dorene Root, Carol Taberski

Absent: Marc Payne, Diane Praet, Vickie Scavone, Mark Ulseth

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**CALL TO ORDER** Tory Parsons called the meeting to order at 11:10 a.m.

**MINUTES** Carol Taberski moved and Holly Diamond seconded approval of the May 30, 2003 meeting minutes. Approved.

**REPORTS** **Treasurer.** Tory Parsons reported for Marc Payne, who was unable to attend. As of July 9, 2003, our balance is \$25, 210. Tory also reported that the Articulation Workshop went well and was expected to break even or make a small amount of profit. We are waiting for the final income and expense report. The Support Staff Workshop was also successful. They were also within budget. The EEOC information has been sent for the August 13, 2003 workshop. Secondary School Relations is finalizing plans for the New Professionals Workshop. Jennifer Ireland, committee chair, is leaving CMU in early August, but all is ready to go. Carol Taberski presented the proposed budget for the 2003 Fall Annual Meeting.

**President.** Tory announced that she is resigning her position at Grand Valley State University to accept a position as counselor at Lowell High School. Tory Parsons has asked Jeff Hartman at Grand Rapids Community College to do the August newsletter. Articles are still being collected for the newsletter. Tory will work with Jeff to see this project through to completion. Tory also announced that she will complete the work of the ad hoc Committee on Committee Restructuring.

**President-Elect.** Carol Taberski distributed copies of the program for the fall conference. Holly Diamond asked about gathering information from past-presidents about the organization in celebration of the 75<sup>th</sup> anniversary. Diane is doing a fact sheet about what was going on 75 years ago. Dorene Root can provide some basic information. We have a sponsor for the past president's reception. Carol and the committee are still working to secure additional vendors.

**Vice President.** Diane Praet was unable to attend, so there was no report.

**Past President.** Holly Diamond reported that the Nominations Committee met and reviewed all the information on potential candidates. They then identified and contacted the top three candidates and finalized the nominations for Vice President, Secretary, and Members-at-Large. Holly will send congratulation and thank you letters to the top nominees after the conference. Holly will have the letter reviewed by the Executive Committee before it is sent.

**Historian.** Dorene Root presented information on recent retirees. She will also check on other potential retirements. Tory Parsons will receive honorary membership at the 2003 annual meeting.

**Webmaster.** Mark Ulseth was unable to attend. Tory reported that she has been sending information to be posted to the site. The NACAC Fair scheduled to be held in Grand Rapids in Spring 2004 is on the College Day/College Night schedule. The College Day/Night schedule is a joint venture with MACAC. MASSP is no longer a participant. DASUM is hosting an event for high school counselors at MSU on September 26, 2003.

**Newsletter Editor.** Tory Parsons reported for Vickie Scavone that the MACRAO Directory update reminder has been sent. When finalized, a PDF format of the directory will be sent via e-mail so people who would like to have print pages can do so themselves.

**OLD BUSINESS** Marc Payne and Vickie Scavone are continuing their work on insurance and non-profit status and will report when they are able to attend.

**NEW BUSINESS** a) Executive Committee vacancies. With Tory's resignation, two vacancies are created: the President's position (three months) and the Past-President's position. After discussion, Carol Taberski moved and Pam Liberacki seconded the appointment of Holly Diamond to serve the remaining three months of the President's position. Approved. The issues of the Past-President's vacancy will be tabled to the next meeting.

**NEXT MEETING** The next meeting is scheduled for Friday, September 19, 2003 at Lansing Community College.

**ADJOURNMENT** The meeting was adjourned by Tory Parsons at 2:45 p.m.

Respectfully submitted,

Pam Liberacki

***Congratulations Tory! We wish you all the best!***

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