American Association of Collegiate Registrars and Admissions Officers
Minutes of the Meeting of the Board of Directors
October 8 & 9, 2007

Board Members in Attendance: Paul Aucoin, Mary Baxton, Jerry Bracken, Sam Conte, Dan Garcia, Nora McLaughlin, Glenn Munson, Angé Peterson, Wanda Simpson, Paul Wiley

Staff Members in Attendance: Janie Barnett, Suzanne Levine, Barmak Nassirian, Jeff Petrucci, Jerome Sullivan

Call to Order
President Aucoin called the meeting to order at 3:55 p.m. EDT.

Minutes
MOTION 2007.10.01 – It was duly moved and seconded that the minutes from the meeting of the Board of Directors via conference call on August 22, 2007, be approved. ADOPTED

Reports of Officers
President Aucoin ordered the written reports of the officers to be filed.

Reports of Boards and Standing Committees
President Aucoin ordered the written reports of the standing committees (Administration and Finance, Association Issues, and Professional Issues) to be filed.
MOTION 2007.10.02 – It was duly moved to mark item 1a of the Professional Issues Committee Report ("Programming at major conferences") as completed and remove it from strategic plan. DEFEATED

Recess
President Aucoin declared the Board meeting to be in recess until the Executive Session, which was to begin Tuesday morning, October 9, 2007, at 9:00 a.m. EDT.

Reconvene
The Board reconvened at 9:06 a.m. EDT and went into Executive Session

Executive Session
The Board conducted the annual evaluation of the Executive Director.
MOTION 2007.10.03 – It was duly moved and seconded that President Aucoin be authorized to draft the performance evaluation letter for the Executive Director, which will be presented to the Board of Directors for review prior to final approval and delivery to the Executive Director. ADOPTED

Executive Director Report
Executive Director Sullivan reviewed highlights of his written report. President Aucoin ordered the report filed.

Budget and Finance Report
Vice President for Finance Conte reviewed highlights of the financial update for August 2007. President Aucoin ordered the report filed.

Unfinished Business

The Board reviewed and updated its list of action items.

New Business

MOTION 2007.10.04 – It was duly moved and seconded that President Aucoin be directed to appoint an AACRAO task force to work with appropriate outside agents, as needed, to conduct a comprehensive review of AACRAO's current statement of Professional Practices and Ethical Standards and make recommendations as necessary. ADOPTED

MOTION 2007.10.05 It was duly moved and seconded that the Board of Directors approve and direct the Executive Director of AACRAO to enter into the ten-year lease proposal as reviewed by the Board with the American Council on Education (ACE) for the space currently occupied by the AACRAO national office at One Dupont Circle NW, Suite 520, Washington D.C. 20036. ADOPTED

MOTION 2007.10.06 – It was duly moved and seconded that AACRAO shall comply with the guidelines established by the New York Student Loan Accountability, Transparency and Enforcement (SLATE) Act of 2007 in all of its interactions with entities that are defined to be student lenders under that legislation. ADOPTED

MOTION 2007.10.07 – It was duly moved and seconded that the Board of Directors examine its governing role and responsibilities. In pursuit of this objective, the Board of Directors shall:

1. Implement an AACRAO Board assessment using tools available from BoardSource, which will be in addition to the yearly Board of Directors' self-evaluation;
2. Engage a consultant to assist the Board in interpreting the results of the assessment and in identifying best practices in non-profit board governance that are consistent with AACRAO's Constitution and Bylaws;
3. Explore opportunities to have AACRAO Board members observe the governing procedures of other non-profit organizations, with Board members seeking opportunities in their areas and AACRAO headquarters identifying opportunities with collegial organizations; and,
4. Report the outcomes of the initial assessment to the membership at the Annual Meeting in March 2008.

ADOPTED

Adjournment

MOTION 2007.10.08– It was duly moved and seconded that the Board of Directors meeting be adjourned. ADOPTED

The Board of Directors meeting adjourned at 2:21 p.m. EDT.