

**ArkACRAO  
ARKANSAS ASSOCIATION OF COLLEGIATE  
REGISTRARS AND ADMISSIONS OFFICERS**

**Executive Committee Meeting  
Friday, October 3, 2008  
Mount Magazine State Park  
Paris, AR**

**Members Present:** Robin Hayes, Wayne Banks, Sarah Jennings, Susan Dewey, Tracy Finch, Darren Jones, Amy Thomas, Regina Carter, Randy Scaggs, and Gin Brown.

**Call to Order:** President Hayes called the meeting to order at noon. President Hayes thanked everyone for their attendance.

**Approval of Minutes from Executive Committee (EC) Meeting-July 17, 2008:** Minutes of the July 7, 2008 EC were presented. Wayne Banks moved to accept the minutes as presented. Susan Dewey second. Motion passed and the minutes were approved. A copy of the minutes is included in the Secretary's notebook.

President Hayes welcomed the following new members to the EC and thanked them for taking time to serve:

Regina Carter, UALR, Vice President for Records, 2 year term

Randy Scaggs, UACCB, Vice President for School Relations, 2 year term

Tracy Finch, ASU, Publications and Publicity Chairman

President Hayes noted that Chris Riggins, ArkACRAO's SACRAO Representative, had taken John Mason, Chair of SACRAO PAE Committee, to Little Rock to catch his flight back to Atlanta. She further stated that Rosyln Blagg was unable to attend the conference due to illness in her family.

**Treasurer Report:** Amy Thomas reported that she and Alisa Waniewski planned to meet after Alisa had received the entire bill for the fall conference. Alisa wanted to close out the books before she turned them over to Amy. President Hayes stated that she had given the three speakers, Mary Braxton, John Mason, and Sgt. Seamans a \$100 honorarium as a thank you for their presentations. President Hayes noted that Mary Braxton had stated that her report to AACRAO would be very positive. And reflect the hard work of ArkACRAO. President Hayes also noted that all presenters had received a gift box of fudge as a thank you. President Hayes noted that she had received the final bill from Mtn. Magazine and that she and Heidi would go over the bill after the EC meeting before she paid it. President Hayes noted that she would have a copy of the final bill at our next meeting. She stated that she was trying to keeping the conference as cost effective as possible. President Hayes noted that Alisa would prepare a list of all attendees to the conference. Susan Dewy requested that he list be shared with the membership.

**Other Business:**

President Hayes thanked the Program Committee for their assistance in preparing for the conference. She noted that there were 43 first time participants. She noted that she felt President Banks visits to the colleges and universities across the state had helped to increase participation in the conference and the increase in the number of first time participants. President Hayes stated, "Thank you Wayne for all of your traveling to represent ArkACRAO". She noted that ASU-Searcy had told her that they appreciated President Banks visiting their campus. President Hayes said a special thank you to Debbie Thomas for making the name tags for the conference.

Susan Dewy stated that the Clearinghouse had requested next year in addition to being a vendor that they were requesting to be a presenter. She stated that she and Darren Jones had made numerous contacts to try and secure vendors but they felt that due to the economy vendors that had to pass for this year.

President Hayes opened a discussion on updating the List Serve. She stated that she would contact Joe Scribner concerning how to update the list serve with new names and how to delete former members. She stated that U of A ArkACARO members had volunteered to assist Joe.

President Hayes stated that the next meeting would be December 9, at 10:30 a.m. on the campus of ASU-Beebe.

Wayne Banks made the motion to adjourn. Regina Carter second. Motion passed. Meeting adjourned at 1:55 p.m.

Respectfully submitted,

Approved:

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Gin Brown, Secretary

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Robin Hayes, President