



**Arkansas Association of Collegiate
Registrars and Admissions Officers**

**Executive Committee Meeting
Friday October 6, 2017
Fairfield Bay Conference Center
Fairfield Bay, Arkansas**

Members Present: Chad Cox, Matthew Cummings, Whitney Hall, Keesha Johnson (by phone), Jean Mitchell, Rachel Mullins, Chris Riggins, Chris Robinson, Brandi Tripp, and Zeda Wilkerson.

Call to Order: President Johnson called the meeting to order at 10:15 a.m.

Approval of Minutes from Executive Committee (EC) Meetings, July 13, 2017: Minutes of the July 13, 2017 EC meeting were presented. President-elect Mullins moved that the minutes be accepted. Vice President Mitchell seconded. Motion passed and the minutes were approved. A copy of the EC minutes approved are included in the Secretary's Notebook.

NEW BUSINESS

After the conference concluded a very short follow-up meeting was held.

President Johnson thanked the Executive Committee for coming together to meet. While there was no old business to discuss, President Johnson mentioned she would like to look at objectives for the next year, specifically looking at committees.

Past President Riggins mentioned evaluating the Clearinghouse Calendar process. Mary Whiting has done a wonderful job with the Clearinghouse Calendar, however we may want to visit with her to see if she is interested in continuing to organize the calendar on behalf of ArkAcrao, and

we may want to consider having someone shadow that process. Also, rogue fairs continue to be an issue as well.

Secretary Wilkerson will update the Constitution with the recently passed changes and send to Vice President Hall for the website.

We also need to collect the binders from those no longer in their positions to redistribute. We have the position descriptions in google docs., so if necessary new binders can be made. We also did not pass out a conference survey, however a survey monkey survey could be emailed out to those who attended.

Vice President Hall briefly spoke regarding the vendors and their giveaways, stating we had some very nice giveaways this year. Secretary Wilkerson mentioned a poker run-type activity she'd participated in at another conference, where participants picked up cards when visiting vendors.

OTHER BUSINESS

Set Date, Place, & Time for next EC Meeting: TBA

Adjourn: With no further business, President Johnson requested a motion to adjourn. Treasurer Tripp moved that the meeting be adjourned. Vice President Hall seconded. Motion passed. The meeting was adjourned at 10:44 a.m.

Respectfully submitted,

Zeda Wilkerson, Secretary 2017-2019

Keesha Johnson, President 2017-2018