



## **Alabama Association for Institutional Research**

### **Business Meeting Minutes**

*Date:* Friday, April 10, 2015

*Time:* 12:17 PM to 12:33 PM

*Location:* 2015 Annual ALAIR Conference; Lakepoint Resort, Eufaula, AL

*Present:* Attendees of the 2015 ALAIR Annual Conference

*Next Meeting:* TBD

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**Call to order:** A business meeting of the Alabama Association for Institutional Research (ALAIR) was held at Lakepoint Resort in Eufaula, AL on Friday, April 10, 2015. The meeting convened at 12:17 PM, President Annette Cederholm presiding. The minutes were taken by Secretary Lesley Shotts.

Annette Cederholm thanked Angel Jowers and her team for a great conference.

**Approval of Minutes:** The minutes from the business meeting held at last year's annual conference had been distributed to the membership prior to the meeting for review. Members were asked if any changes needed to be made. None were suggested. John McIntosh made a motion to accept the minutes, and Juliana Proctor seconded the motion. The motion to accept the minutes passed.

**Treasurer's Report:** A copy of the report was distributed to attendees at the meeting for their review. Tienhan Ma stated that deposits received at the conference were not reflected in the report. She noted that the registration fee for the conference was increased in order to have enough funds for the conference, and that it may be necessary to increase the fee again for the next year. Andrew Luna made a motion to accept the report. It was seconded by Cara Mia Braswell.

**Conference Update:** Angel Jowers provided a conference update. There were 45 attendees. 11 – 12 people had registered to attend the IPEDS post-conference. There were 17 presentations. Tienhan Ma stated that 26 people had attended the pre-conference workshops.

**New Business:** Annette Cederholm informed the attendees that hosts were being sought for the ALAIR Annual Conference for the next 4 years. Any interested party should contact her or Jon Acker.

**Report from Nominating Committee:** The best presentation recipient was Toner Evans for *Student Success and the Use of On-Line Library Resources*. He received a \$300 grant to attend AIR. The Sam Lowther Travel Grant was presented to Kelly Birchfield. She received a \$200 grant to attend SAIR.

Nominations for ALAIR officers for the 2015-2016 year were presented to the members. Nominees included the following:

Vice-President	Toner Evans
Treasurer	Tienhan Ma
Nominating Committee	Mimi Johnson Kelly Birchfield

The floor was opened for additional nominations, but there were none. Cara Mia Braswell moved to accept the slate of nominees to fill the positions. The motion was seconded by John McIntosh and passed by the members present.

The Joseph T. Sutton Award was presented to Dr. Andrew Luna, University of North Alabama. Past President Jon Acker presented President Annette Cederholm with the President's Box as a token of appreciation for her leadership of ALAIR.

Annette Cederholm asked if there was any other business. Care Mia Braswell, SAIR program Committee member, reminded attendees that proposals for SAIR were due May 20, 2015 and that anyone interested in becoming more involved in SAIR could contact her.

There was no other business. The meeting was adjourned at 12:34 PM.



Alabama Association for Institutional Research



April 9-10, 2015

LakePoint Resort State Park, Eufala, Alabama

29th Annual Conference

## Business Agenda

Welcome and Introductions.....	Annette Cederholm
Minutes from 2014 Business Meeting .....	Lesley Shotts
Treasurer's Report.....	Tienhan Ma
Conference Update.....	Angel Jowers
New Business.....	Annette Cederholm
Report from Nominating Committee.....	Jon Acker
ALAIR 2014 Best Presentation Recipient...Toner Evans from Samford University, " <i>Student Success and the Use of On-Line Library Resources</i> "	
2015-2016 Slate of Officers—To Be Announced	
Joseph T. Sutton Leadership Award—To Be Announced	
ALAIR Sam Lowther Travel Grant—To Be Announced	
Other Business.....	Annette Cederholm
Announcements.....	Annette Cederholm

AIR Forum—May 26-29, 2015, Denver, CO

SAIR Conference October 10-13, 2015, Savannah, GA

Adjournment

## Alabama Association for Institutional Research

ALAIR Treasurer's Report: April 10, 2015

Lake Point State Park, Eufaula Alabama

Total funds from previous Report (January 12, 2015):

\$12,384.33

### Checking Account

Check	Date	Transaction	Debit	Credit	Balance
	1/12/2015	Beginning Balance			\$6,741.78
1009	2/11/2015	US Postmaster, stamps	\$4.90		
	2/27/2015	Deposit		\$500.00	
	3/5/2015	Deposit		\$500.00	
	3/12/2015	E-deposit		\$350.00	
	3/13/2015	Deposit		\$1,325.00	
	3/20/2015	Deposit		\$875.00	
1010	3/30/2015	Quality Trophy Company, LLC	\$255.00		
	4/3/2015	Deposit		\$2,435.00	
	4/7/2015	Deposit		\$470.00	
	04/10/15	Current Balance			\$12,936.88

### Certificate of Deposit\*

Date	Transaction	Debit	Credit	Balance
1/12/2015	Value			\$5,642.55
3/18/2015	Interest		\$1.39	
4/10/2015	Current Value			\$5,643.94

Total from Checking: \$12,936.88

Total from CD: \$5,643.94

Total Cash on Hand: \$18,580.82

Respectfully Submitted: Tienhan Ma, Treasurer

4/10/2015

#### Note:

2015 ALAIR Conference summary:

Total Membership: 49

45 attending 2015 ALAIR Conference

4 - Membership only

Income: \$6,370.00 as of 4/7/2015

\$2,000 from Sponsors

\$4,270 from Registration

\$100 from Membership Only

Expenses: \$259.90 as of 4/7/2015