



For Approval by Membership at the 2024 ALAIR Annual Business Meeting

2023 ALAIR Annual Business Meeting Minutes

Date: Friday, March 10, 2023

Time: 12:30 pm-1:15 pm

Location: The University of Alabama in Huntsville, Huntsville, AL

Present:

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| President | Mandy Sessions (Wallace Community College - Dothan) |
| Vice President/Chair | Ginny Cockerill (The University of Alabama in Huntsville) |
| Past President | Jacob Pleitz (The University of Alabama) |
| Treasurer | Molly Mathis (The University of North Alabama) |
| Secretary | Jessica Carroll (Wallace Community College - Selma) |
| Member-at-Large | Preston Robinson (Tuskegee University) |
| Member-at-Large | Emily Rothenbacher (The University of Alabama) |
| Nominating Committee | Mattie Hudson (Wallace State Community College) |
| Nominating Committee | John LeMay (The University of North Alabama) |

Conference Theme: *Learning together in Rocket City!*

Call to order: After morning sessions at the 2023 Alabama Association for Institutional Research (ALAIR) conference, the Annual Business Meeting was called to order by President Mandy Sessions at 12:30 pm on Friday, March 10, 2023. Mandy welcomed ALAIR members and thanked Vice President and Conference Chair Ginny Cockerill for planning a great conference. She also introduced all of the present board members to the membership.

Approval of minutes: Secretary Jessica Carroll asked all members to review last year's Annual Business Meeting minutes found on the tables. After giving members a few minutes to review minutes, Jessica asks if there were any changes to the minutes. No changes were made, a motion was made to approve the minutes, and the motion carried.

Treasurer's report: The 2023 ALAIR Treasurer's Report was distributed before the business meeting started. Treasurer Molly Mathis stated the current treasurer's report started on 03/22/2022 and ended on 03/06/2023. The current bank account balance is \$34,927.54. Molly stated the grand total balance between the checking account and CD is \$45,063.09. There are

six fraudulent charges from Amazon (\$93.68). The board, Regions Bank, and Amazon are aware and are working to restore the funds and prevent additional fraudulent charges. The board is exploring options to change from the CD to a different account, since it is tied to the treasurer's name and the treasurer changes every two years. There are no suggested changes to the treasurer's report and it was approved as is. Molly and Ginny expressed thanks and appreciation for the support of our sponsors:

Explorance (conference bags)
Strategic Planning Online (Thursday refreshments)
Watermark (ice cream sundae bar and soft drinks Thursday night)
Xitracs (Friday refreshments)
RAGASedu (Friday's lunch)
Key Success Factors Consulting -KSF (door prizes)

NEW BUSINESS

2022 AIR Forum and SAIR Conference: President Mandy Sessions provided details to the membership about the 2023 AIR and SAIR conferences. The AIR conference will be held May 30th through June 2nd in Cleveland, OH and the 2023 SAIR conference will be held October 13th through the 17th in Point Clear, AL.

Mandy then asked all of the ALAIR Past Presidents in attendance at the luncheon to stand and mentioned that the ALAIR Past Presidents in attendance at last year's conference received a turtle pin and they should wear it on their ALAIR badges at future conferences, much like the SAIR dinosaurs that signify Past Presidents of SAIR. Mandy then asked anyone who previously served on the ALAIR Executive Committee to stand and mentioned the importance of serving in a leadership role and to consider serving in the future.

ALAIR Board Elections 2020-2021: Past President Jacob Pleitz discussed the nominations for the 2023-2024 slate of officers. Jacob reminded the membership that someone can submit themselves or submit any nominations in addition to those proposed by the nominating committee. Jacob then presented the slate of officers, as well as provided a biography for each nominee: Dr. Preston Robinson, Director of Institutional Research at Tuskegee University is being nominated as the Vice-President/Conference Chair; Leticia Worthington, Administrative Analyst at the University of Alabama is being nominated as treasurer; and Jesse Lowe, University of Alabama at Birmingham, and Eva Painter, Marion Military Institute are being nominated as Nominating Committee members.

After the slate was presented, Jacob asked for nominations from the floor and explained that if additional nominations are made, we will vote by paper ballot. No nominations were made from the floor and Jacob moved that the membership approve all of the presented new officers. The motion was seconded and carried.

Sam Lowther Travel Grant award: Past President Jacob Pleitz announced this year's winner, Anran Xing, Institutional Research Analyst at the University of Alabama. Jacob encouraged everyone to please apply for this travel grant in the future.

Conference Recap: Vice President and Conference Chair Ginny Cockerill provided a conference recap. There were 10 attendees at the pre-conference workshop. She announced there were 46 attendees, including 17 individual memberships and 14 institutional memberships. She thanked the presenters and stated the executive board is always looking for a conference location for next year and other years as well. She stated if any institution was interested in hosting to please let one of the board members know.

Ginny presented Mandy with the President's box and thanked her for her leadership and guidance.

Raffle and Adjournment: Ginny thanked everyone for attending the conference and wished them a safe trip home. The ALAIR 2023 business meeting adjourned at 1:00 pm.