



Executive Board Transition Meeting
Friday, June 21st 2024, 10:00am-2:00pm
Illinois College

Board Members Present: Paul Welsh, Angie Cooksy, Scott Carlson, Graciela Covarrubias, Christian Brown, Erin Hoover, Maira Suerte, Evan Wilson, Annette Braden, Meghan Chrum, Kate Moody, Rejeannda Robinson, Mike Gavic, Lauren Yates, Tara Brewer, Ashley Brown

Board Members Not Present: Kathryn Hankamp, Rebecca Johnson, Cody Dailey, Shawn Wochner, Maddie Corder, Betsy Stevens, Becki Bellito, Kristina Luster, Derek Brinkley, Brian Hodges

Guests: MJ Jones, Chrissy Grotzke.

Call to Order (Angie Cooksy) Meeting called to order at 10:03am

Appointment of April Lynch (Angie Cooksy)

Swearing in of new Board Members (Paul Welsh)

Approval of 3/15/24 Executive Board Meeting Minutes: *(Scott Carlson)*

S. Carlson motioned to approve the 3/15/24 executive board meeting minutes. A. Lynch seconded. Motion carried.

- Board meeting Etiquette.
 - All board members are required to attend (in person or virtually)
 - Committee chairs are welcome to attend meetings but it's not necessary
 - Only board members can motion or vote
 - All in attendance can participate in discussion.
 - Committee chairs needing to request something from the board should work with their liaison to bring a motion forward.
 - To bring something to the board the liaison should request to be added to the agenda for the next exec board meeting.
 - Reach out to the President to be added.
 - Proposal/details should be sent to the board in advance of the next meeting.
- Order of the motion.
 - Introduction of the topic on the agenda.
 - Motion is made by a board member.

- Discussion by all in attendance.
- Vote: only board members can vote.

Membership Report (Sarah Goldman)

- [Membership Report](#)

MEMBER TYPE	5/31/2024	4/30/2024	3/31/2024	2/29/2024
TOTAL TEAMS	786	784	782	781
TOTAL INDIVIDUALS	2391	2386	2366	2341
TOTAL MEMBERSHIPS PURCHASED		2628	2597	2816
TOTAL EXPIRED INDIVIDUALS			172	254
TOTAL EXPIRED TEAMS			109	117
TOTAL ARCHIVED RECORDS			1339	
Unused Memberships		242	231	475

- Potentially offering prizes for counselors/ reps who update their accounts by certain dates
- We will keep an eye as we haven't gotten to the ending renewal date just yet. Expecting a lot more renewals to come.

Executive Director Report (Erin Hoover)

- Finishing up yearly turnover on committee groups, website, etc.
 - Making sure the Google Drive is up-to-date so the transition process is smoother for oncoming committee chairs or board members
- Finished updating by-laws on the website on June 1st.
- Wrapping up financial items from the past FY
 - Needs to be done by the end of August
- Contracts
 - Finalizing DMC interviews, start date 8/1/24
 - 3 candidates, 51 applicants
 - Event Coordinator current contract ends 6/30
 - will renew - only first year with Lauren alone - try to give it three years and re-evaluate
 - Lauren Becher LLC - she did our conference solo this year (without her partner Grace) - looking to renew her contract
- Will review our current insurance plan and bid different brokers to see if a better deal is out there - needs to be done by November board meeting
 - Payment due in December, need to make a decision before then (might be paying more money than we should be for insurance)
- NACAC Attendees
 - EH connect with Board Director group to determine who is going to NACAC (4 get to go)
 - Emailed group with Jotform
 - NACAC NEXT group to make sure they register and know reimbursement amount allowed
 - PE Pro Tem when appointed

- Conference Coordinator - who is going?
- Annual Report & Strategic Plan
 - Will compile and share Annual Report by LDI.
 - Will work with Board Directors during LDI to finalize, report to board in November
- College Fairs
 - Finalizing Letter of Agreements from each host site
 - Connecting with new sites and hosts to facilitate training
 - Beginning work on materials for all IRCFs and a marketing plan and materials for the IACAC National College Fair
 - Registration will be live mid-July
 - Hearing from many college reps about the lack of food at the IRCFs
 - Erin is looking into more clarity from hosts about chair and table rentals and reimbursements
 - Are we looking at the amount of college fairs being offered...especially in the Spring (still more IRCFs in Fall, but so many non-IRCF fairs in the Springs)
 - Is there a way we can step in to manage the amount of college fairs we are allowing during the School Year? (Spring is getting outrageous)
- LDI
 - Preparing/updating Leadership Resources app for LDI
 - Creating a learning module for attendees - no matter if you are in-person or on Zoom. People on Zoom would still receive the same training for their position.
- “The Exchange”
 - Attended women in leadership conference in DC alongside other female identifying association executives
 - Erin is a member of ASAE American Association of Executive Assistants (executives for an association)
 - Notes/Takeaways
 - Craft your own compass
 - Comparison is the theft of joy
 - Gonna go as far as you wanna go
 - Say the thing (be open, transparent, and vocal)
 - Erin has an email group with other executive assistants in ACACs and they meet once a month where they discuss the current status of their ACACs and offer up guidance and advice and tips. We are ahead of many other ACACs who are looking to model their executive assistant role on how we do ours.

Treasurer-elect Report (Rebecca Johnson)

- Donated Services Year Progress Snapshot
 - 📄 IACAC Donated Service Log - UPDATED 6_19_2024 by RSJ - Year Progress 2023-2024.pdf
 - Remind your committees to complete donated services after events and meetings.
 - Record the mileage you drive to events or meetings, hotels any expenses IACAC does not pay for that you or your university pay for.
- Record Donated Services at <https://www.iacac.org/donated/>
- PD Grants
 - Send in PD requests, especially members of your organization who are looking to attend events

Treasurer Report (Christian Brown)

- **Full History of Treasurer's Report**
 - June 1st, 2023 - May 31st, 2024
 - Transitioning to a new expense sheet that is more detailed
 - We are paying \$17,499.48 in credit card fees - looking at ways to decrease that
 - We are up \$64,000 in our Fidelity Spartan Market

Past Treasurer Report (Mike Gavic)

- We are wrapping up a few more reimbursements
- Books will be tightened up by the end of August, so we will have a much clearer picture then for our cost/transition breakdown for the year

President-elect Report (Annette Braden)

- Conference Planning!!
 - Conference Dates - April 23-25 - Embassy Suites in Peoria

Past President Report (Paul Welsh)

- 2023-24 wrap up
 - Fiscal Policy Ad Hoc
 - [Fiscal Policy updates draft](#)
 - Ad Hoc Committee to Explore For-Profit Voting Membership
 - [Instructions](#)
 - [Executive Director review and signed contract](#)
 - Met some goals, didn't meet some goals.
- Presidential transition
 - Nominations Committee met June 7
 - Reviewed nominations for president-elect from 2023 annual conference and provided feedback to Annette
 - Paul Welsh, Brian Hodges, Joel Johnson, John Korntheuer, Omar Solomon, Traci Flowers, Courtney Wallace, Annette Braden
 - Nominations goals for 2024-25: Full slate including President Elect *and* President
- Credentials Committee bylaws review/updates for 2025 membership meeting
 - Recommendation from Ad Hoc Committee to Explore For-profit Voting Membership by Dec 31, 2024
 - Filling vacancies and presidential succession
 - Looking at tightening up some policies to make them more clear
 - Others?


President Report (Angie Cooksy)

- Illinois Leading Nationally -
 - April 29 and 30 IACAC's Government Relations Committee led the charge to Washington DC, coordinating a National Day of Advocacy with ACAC's from around the country.
 - Meeting with Department of Education
 - Meeting at NACAC
 - Thank you to Kristina Luster and Alejandro Campos for their leadership and guidance during that trip! They are exceptional representatives of IACAC advocacy

- When NACAC backed off from attending, we stepped up and kept attending, and had other ACACs join with roughly 60 people!!
 - Everyone was discussing right now, but what about October 1st - we asked to see if they will be ready (their response was they are working on right now and not worrying about the future), gut is telling us December 1st/ISAC says January 1st (they have now tapped the president of the Collegeboard to help streamline media), No draft FAFSA yet, but they don't have to since they are not making any adjustments to the form.
 - Gainful employment was supposed to be done by July, postponed to October
 - NACAC was not prepared for the amount of ACAC members in attendance at National Advocacy Day
- Illinois Convening -
 - NACAC has been asked by the Joyce Foundation, with support from the Crown and Circle of Service Foundations and Governor Pritzker's office, to assemble an equity-focused convening of college admission counseling practitioners in Illinois. The purpose of the convening is to identify challenges and opportunities related to advising and recruiting under-served students in the wake of last year's SCOTUS decision.
 - Governor Pritzker would like for it to be pushed towards Direct Admission programs, but we would like for it to be more open.
 - IACAC will receive \$10,000 to assist in coordinating attendance for the event
 - Likely will be scheduled in mid-November or Early December at UIC
 - No date yet - we are trying to push them to November/December, but they requested October
- The Department of Education is offering up \$50 million in FAFSA Summer Funding to help aid in increasing the completion percentage. ISAC applied (receiving \$1 Million), NLU, and NACAC applied for funding (could be others - just who we know). NACAC is asking for proposals for school districts on who to award the funding to. IACAC is proposing the Peoria School District for a nomination for a FAFSA training and funding. The Peoria School District has accepted our proposal, so we are waiting to see if they are chosen.
 - We received very late notice and not a lot of time to make a proposal
- 2024 Conference Summary -
 - We had 633 registered people and 30 no shows - 603 attendees.
 - Just slightly under past Itasca conferences, wanted 700
 - 37 vendor people from 27 companies
 - Vendors liked that the college fair was in the same space as them
 - Still working on finalizing [budget](#)
 - 10 days before the conference we received an updated bill for catering and it was \$75k over budget - luckily when all said and done with the conference we will only be over budget by roughly \$10K.
 - Conference is not a revenue generator - exploring future possibilities and changing price model that is low to entice more attendees to see if we can create a revenue generator
 - Conference is only scheduled out through 2025. After next year we have no conferences in place.

Old Business

New Business

-  IACAC Proposal: Mentorship (Christian Brown)
 - Brought forward by:
 - Past President Megan O'Rourke, Providence College
 - Past President Julie Nelson, Xavier University
 - Past President Anne Kremer, Carnegie
 - Past President Carin Smith, Beloit College
 - Stephanie Dugo, Saint Louis University
 - Sarah Goldman, University of Oregon
 - Rosa Reiber, Marquette University
 - Josh Stober, D300
 - Zachary George, StriveScan
 - And countless others
 - Discussion
 - What is the timeline for renaming an award?
 - There is nothing in writing on the amount of time that must pass for a proposal to rename an award. We have waited in the past and we have moved quickly in the past.
 - Has there been thought in renaming the award in Kathleen Sherry name for this award? Additionally, I know there was another award in the works, would this eliminate the opportunity for that award in Courtney Wallace name?
 - It would not affect the other award in the works and we can always make changes if needed.
 - This would be a great precedent to create this award in her name with the hard work she did over her tenure and shows that hard work will be legitimized for life in the award and remembrance of her name and work.

C. Brown motioned to accept the proposal as presented. M. Suerte seconded.

- We should pause and have this vote with a larger majority of the board at the next meeting.
- Is there additional discussion taking place because this would be enshrined forever.
 - Discussing renaming a PD grant in her name as she served on the treasurer cycle. Or create an entirely new award like Unsung hero.
 - The people pushing this proposal did know Courtney best and believed this would be the best way to honor her.

C. Brown withdrew her motion for the proposal as it was presented.

C. Brown motioned to formalize the "Mentor/Mentee Match of the Year" to be an official IACAC Award, presented each year at the IACAC Annual Conference. L. Yates seconded. Motion carried.

- Presidential Transition (Angie Cooksy)
 - Letter will go out this afternoon to all members about the new Presidential Trio and the changes coming.
 - A. Cooksy has officially resigned from her presidential role.
 - A. Braden has been officially sworn in as President
- [2024-25 Exec Board Dates](#) (Annette Braden)
 - Appoints Christine (Chrissy) Grotzke to be President-Elect Pro-Tem
 - Annette is very excited about this upcoming year for her term as President

P. Welsh moved to affirm the president's appointment of Christine (Chrissy) Grotzke to be President-Elect Pro-Tem. A. Lynch Seconded. Motion Carried.

- With this appointment we are hopeful she will be unofficially single slated to finish out her 3 year term, but that will be up to the nominating committee come next year.

- [Fiscal Policy Revisions](#) (Christian Brown)
 - Finance Committee meeting later on today to discuss

S. Carlson motioned for Approval of the Meeting Minutes from

[5/7/2024 Executive Board Meeting](#) E. Wilson seconded. Motion carried.

A. Lynch motioned to adjourn. L. Yates seconded. Motion carried. Meeting adjourned at 12:22 pm.

Respectfully submitted by Scott Carlson IACAC Secretary