

## MINUTES OF THE SAIR ANNUAL BUSINESS MEETING

October 24, 1995

9:00 a.m.

Roanoke, VA

The meeting was called to order by President Karen Gentemann.

### 1. Minutes of the 1994 Business Meeting.

The minutes of the Business Meeting, October 11, 1994, San Antonio, Texas, were approved as written.

### 2. Report of the 1995 Program Chair.

Debbie Dailey thanked the membership for their support and cooperation in making the Roanoke conference a success, the Virginia Association of Management and Planning (VAMAP) for their participation, and the program committees for planning and developing the various program components. As of October 24 there were 262 people registered for the conference, and 150 attended the Monday night event. The membership expressed appreciation to Debbie for her work as program chair by enthusiastic applause.

### 3. Treasurer's Report.

Lindy Smith distributed the 3rd Quarter Financial Report (Attachment 1) that showed a September 30, 1995 balance of \$40,392.65. She pointed out that the report did not include some registrations nor the conference costs.

### 4. Committee Reports.

- a) **Service Awards.** John Kalb reminded members that they may make nominations at any time but particularly when the call for nominations appears in the newsletter.

**Best Paper Award.** Those wishing to be considered for the Best Paper Award must put 5 copies in an envelope and place it in the box on the registration table before the conference is over. The paper chosen for the award will represent SAIR at the AIR Forum in a session designated as a "Best Presentation from a State/Regional Conference."

- b) **Travel Grants.** Ann Tomlinson announced that 3-5 grants are available for each conference and encouraged members to watch for the application form in the mail and apply for the grants.
- c) **Publications.** *SAIR ESSENTIALS* is expected to be ready for distribution in early 1996. It will be mailed to current members at that time and to new members thereafter. Also, a new membership brochure will be available soon.
- d) **Professional Development.** Al Searway reported that David Fleming was sponsored by SAIR to participate in the AIR Train-the-Trainer Program. He attended the workshop "Campus Culture and Politics." Ann Tomlinson was also selected to participate but was unable to do so because of illness.

Both the electronic distribution list for the membership (SAIRMAIL) and the Board of Directors (SAIROFF) are working well. Al thanked Larry Jones for setting up and maintaining these lists through the University of Georgia.

**5. Election Results.**

Past-President Jim Nichols announced the following results. (Attachment 2 is the election report to the Board of Directors.)

Vice-President/President-Elect	David Fleming
Treasurer	Robert Kuhn
Members-at-large	Hannelore Delbridge Mary Korfhage
Nominating Committee	Ansley Abraham Kathleen Bissonnette Myrtes Dunn Green John Hemmeter Theresa Smith

**6. SAIR/IHE AGREEMENT.**

Karen Gentemann thanked Larry Jones, SAIR/IHE Liaison, for the support he has given the Board during the last year. Larry Jones informed the membership that SAIRMAIL is available to them for announcements, requests, etc. The Board approved continuation of the SAIR/IHE Agreement at their meeting on October 21, 1995.

**7. Proposed Change to the Bylaws.**

So that conference planning can move ahead at judicious times, the Board proposed changing the association bylaws to allow the Board to finalize the site for the annual conference without a vote by the membership at a prior annual business meeting. Current and proposed wording are shown in Attachment 3.

President Karen Gentemann explained the problems with the change from Perdido Beach to Mobile for the 1996 conference as background to illustrate the time problem involved. The members approved Perdido Beach as the 1996 site at the business meeting in 1994. Between the time that terms were first discussed with the hotel and the time after the vote when the contract could actually be signed, the hotel changed the terms so that the contract was not acceptable to the Board. To secure adequate accommodations for the conference, a contract was signed with a Mobile hotel without a specific approval from the membership for that site. If the Board had waited for another business meeting before signing the contract, that hotel would have no longer been available.

A motion was made by Gary Graff and seconded by David Fleming to approve the proposed change to the bylaws.

Tim Sanford offered an amendment to the motion, which was seconded by Mary Sapp, to include the wording "after consultation with the membership at a previous business meeting." After discussion of this amendment, it was withdrawn by Sanford and Sapp.

A motion was made by Gerry Dizinno and seconded by Jim Nichols to include in the proposed change to the bylaws that the agenda at every annual business meeting will include discussion of future conference sites. Tim Sanford and Mary Sapp expressed that this fulfilled their intent with the amendment to the motion that they had made. Secretary Harriott Calhoun asked for clarification as to where the additional wording would be added.

Tim Sanford suggested that the Secretary finalize the wording and its placement in Section 1. Graff and Fleming agreed to amending their motion to include the additional wording. After a call for the question by Gerry Dizinno and a second by Jim Nichols, a unanimous vote approved the following changes (in italics) to Article V, Section 1.

#### Article V: Annual Meeting

Section 1. *The annual meeting of the Corporation shall be held during the Fall of each year at a site and date determined by the Board of Directors.* The Secretary shall be responsible for notifying all members of the date and location of the annual meeting at least sixty (60) days prior to the annual meeting. The annual business meeting shall be held in conjunction with the annual meeting, *and the agenda at the annual business meeting shall include discussion of future meeting sites.*

#### 8. Discussion of Future Conference Sites.

**1997 – Hot Springs.** Doris Wright spoke in behalf of Hot Springs and those who have volunteered to work with local arrangements there. Tim Sanford moved to approved Hot Springs with flexibility for the Board to make other arrangements if necessary. Dave Fleming seconded the motion which was approved unanimously.

**1996 – Mobile.** The dates for the Mobile conference are October 12–15, 1996. Al Yeager proclaimed the weather delightful at that time of year. Salt and fresh water recreation are in abundance; excellent golfing is available on the Robert Trent Jones Golf Trail; food and music are great in the area. The National Shrimp Festival in Gulf Shores is October 10–13, so conference attendees may want to arrive early so that they can attend that event. During a video on the city of Mobile, items from various Alabama colleges and universities were awarded as door prizes.

**1998.** Conferon investigated Hilton Head and Charleston as possible sites, but they are too expensive for our conference. The information on Savannah looks very promising, and the Board will also consider Tampa.

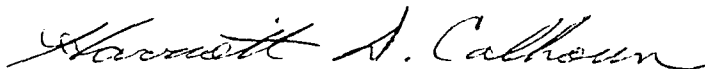
#### 9. Other.

Announcements were made by Debbie Dailey concerning session-room changes.

Tim Sanford announced that the AIR Forum will be in Albuquerque, May 5–8, 1996.

The meeting was adjourned at 10:05 a.m.

Respectfully submitted,



Harriott D. Calhoun, SAIR Secretary