



Louisiana Association for Institutional Research Minutes

Respectfully submitted by: Brian Keith Phillips Secretary
November 8, 2018 Business Meeting Minutes

- 1) Dr. Charles Miller, President, convened the meeting at approximately 1:00 p.m.
- 2) Dr. Charles Miller asked for a motion to accept the minutes from the last meeting. Melanie Collins made the official motion to accept the minutes from the last business meeting. Kristy Neal seconded the motion. The minutes from the last business meeting were accepted.
[updated by treasurer prior to meeting]
- 3) Financial Report

Greg Ohlenforst, Treasurer, presented the financial statement as of October 11, 2018. Statement details are provided below.

Louisiana Association for Institutional Research July 1, 2017 – June 30, 2018	
Activities: July 1, 2017 – June 30, 2018	
Beginning Balance (July 1, 2017)	\$3,817.82
Revenue(s)	
2017 LAIR Registration Fees/Membership Dues Collected after 7/1/2017	\$1925.00
Total Revenues	\$1925.00
Expenditure(s)	
2017 LAIR Conference Expenses	\$569.54
Total Expenditures	\$569.54
Ending Balance (June 30, 2018)	\$5173.28

NOTE: The dates have been adjusted to align with the fiscal year outlined in the LAIR constitution.

- A. Travel Stipends will not be given at this time because both AIR and SAIR have passed, but the Executive Board will discuss dissemination of stipends for the 2019 year.

A question was asked if there is any money left over in the account and what is done with it. Greg stated that the account has plenty of money left over and he would have to give a more definite amount after he receives all funds from the conference. Additionally, a member questioned whether LAIR offers academic scholarships. The census was that it was done in the past, but not for the last few years. Members were unsure of the time scholarships were given. Dr. Miller suggested that the aforementioned questions should be advanced to the executive team.

- 4) Election of new officers:

The Vice President (Sheila DeRouen) moves up to the President position per LAIR by-laws. The Secretary and Treasurer are two-year appointments; as a result, Brian Keith Phillips will keep the office of Secretary and Greg Ohlenforst will keep the office of Treasurer. They were elected in the 2018 LAIR meeting as a result they will serve until the 2019 LAIR meeting.

There were two individuals nominated to serve in the position of vice president. Bernie K. Braun nominated Dr. Claire Norris from the University of Louisiana System. Ingrid Plain Cook nominated Ada Kwanbanbumpen for the position of vice president. No other nominations were given. A runoff was held 17 members voted for Dr. Claire Norris and 13 members voted for Ada Kwanbanbumpen, making Dr. Claire Norris the new vice president of LAIR for the 2018-2019 year. Dr. Charles Miller congratulated Dr. Claire Norris on her new position.

- 5) No New Business

- 6) Service plaques were awarded by Dr. Charles Miller to Dr. Lily J. Pharris for two years of services to LAIR. Ms. Dawn Mitchell accepted the award for her. Mrs. Melissa A. Lewis was awarded a plaque for two years of service as the Treasurer for LAIR. Mr. Greg Ohlenforst accepted the award for her. Kristy Neal was awarded a plaque for three years of service.

- 7) Other business: AIR/SAIR update

AIR Conference: Submitting proposals for AIR travel grants in Denver May 28-31, 2019.

SAIR Conference: Already held in Norfolk, VA but next year's conference in 2019 will be held in South Carolina September 28-October 1, 2019. Dr. Charles Miller asked if there any other Items and no other items were presented.

- 8) Emily Campbell motioned the meeting to adjourn. Ada Kwanbanbumpen seconded the motion. The meeting adjourned at approximately 1:30 p.m.