**Middle States Association of Collegiate Registrars and Officers of Admission**

**Annual Business Meeting**

**December 1, 2021**

**President: Bianca Thompson-Owen**

Calls the Annual Business Meeting to order at 1:05 pm

Introduces members of Exec and asks them to introduce themselves and position, school.

Immediate Past President – Melissa Lenhart-Young
President-Elect – Elyce Kaplan

Vice President for Registration and Records Management – Jennifer Philips

Vice President for Admissions and Enrollment Management – Brian Hazlet

Vice President for Professional Development – Dawn Renta

Vice President for Communications - Tom Castiglione

Secretary – Katherine Scoville

Treasurer – Jonathan Gomez

Vice President for Information Technology - Todd Clouser

Announces that Susan Hamilton has agreed to be Parliamentarian for our 2021 Business Meeting.

If we have any past presidents attending this meeting, thank you for time and continued support of MSACROA.

Asks attendees to use the question option on Zoom.

**Secretary: Katherine**

Directs attendees to take a moment to review the executive committee meeting minutes highlights as presented.

 Then asks:

"Using the comments section, are there any additions, corrections, or questions regarding the minutes?"

 "Using the comments section, may I have a motion to accept the minutes?"

"Using the comments section, are there any oppositions?"  "Meeting minutes are accepted."

**Auditing:**  **Bianca**

Thanks the auditing committee chaired by Thomas Mantoni of DeSales University who is filling in for this year while we get our rotation of committee members and chair back on track.
Tom has included his signed signature on the auditing check sheet in the slide on the power point. Any questions?

**Treasurer: Jonathan**

Reviews the treasurer’s report:

PNC Checking Account Starting Balance: $106,253.78

PNC Checking Account Current Balance: $115,482.84

PNC Money Market Starting Balance: $119,116.01

PNC Money Market Current Balance: $119,230.13

Total Assets: $235,712.97

and asks:

"Using the question option, are there any Questions?"

"Using the comments option, may I have a motion to accept the report?"

"Using the comments option, are there any oppositions?" "Treasurer report accepted."

**President: Bianca**

Nominations & Elections

Introduces the 2021 N & E Committee and thanks and recognizes the members:

James Baldwin, University of Pittsburgh at Bradford

Candice Pellegrino - Stevens Institute of Technology

Cynthia Pumphrey, University of Maryland Baltimore, School of Nursing

Dr. Carolyn Quinci - University of Delaware

Each year 1 new member join the Nominations and Elections Committee to replace those whose terms are completed.

I am pleased to present our new member for N&E:

Irma Williams-Hudson Cunty Community College

Announces nominees for Executive Committee:

Reminds attendees to use the comment option.

“For the position of President-Elect, Tom Castiglione, has been nominated; may I have a second to the nomination?; Are there any nominations from the floor?; Hearing none, Tom Castiglione is elected President-Elect. Congratulations, Tom”

All other positions on the Executive committee are in their current terms of their positions.

**President:  Bianca**

Using the questions option, is there any OLD Business that should be brought before membership.

Using the questions option, is there any NEW Business.

Bianca Final remarks as President – Thanks everyone for their confidence and support.

She introduces Elyce Kaplan as the new President.

**New President: Elyce**

Thanks the 2021 Exec Committee and Program Committee

Elyce adjourns the Annual Business Meeting at 1:22 pm and proceeds with the Town Hall portion of the meeting.