

TACRAO Executive Committee Meeting
November 6-7, 2021
In-Person Meeting

From November 6th-7th, the TACRAO Executive Committee (TEC) met in-person to conduct organizational business.

The following items were discussed:

- **August Minute Approvals:** The August 1-3, 2021 and August 31, 2021 minutes were approved.
- **TACRAO Membership Update:** 153 Active Member institutions, 247 Active Subscriber institutions.
- **TACRAO Annual Conference Registrants:** 474 registrants.
- **TACRAO Budgets and Accounts:** The final calculations related to items such as the non-TACRAO presenter finals and LAC income will be totaled upon the calculation of the remaining receipts and deposit payments. TACRAO TEC has attempted to save funds through items such as the purchase of hot spots and SIM cards. It's expected that any potential revenue will cover future year deficits from more expensive venues.
 - **Current Finances:** Checking: \$139,346.19 ; Savings: \$82,242.27 ; TCCNS: \$70,840.73 ; CD #1: \$50,159.20 ; CD #2: \$50,815.22 .
 - **Audit:** The audit will occur 11/8/21.
 - **Transitions Related to Financial Tracking:** Quicken and laptop conversion and the backup of the hard drive is complete.
- **TACRAO Script:** TEC walked through and discussed all details related to the week's script. Guidebook "push" notifications were planned in relation to key script events.
- **Session Planning:** In-person sessions, virtual sessions, and cancelled sessions were discussed. Cancelled sessions will be posted to the signs and in Guidebook. Sessions cancelled following the start of the conference will be announced. For the 100th year, there are 106 session offerings.
- **Summer Meeting:** The summer committees are full, but TEC will start looking at food and beverage contracts and all other details immediately following the annual conference.
- **San Antonio Planning:** San Antonio conference, big event, and session proposal submission process were discussed. Current contracts are estimated at 450 attendees. TEC on-site visit planned: 8/7/22.
- **TACRAO Job Board:** 13 paid posts and 176 total posts this past year.
- **GotoCollegeFairs:** Profit for 21-22 year was over \$4,000. However, this helps recoup the large TACRAO GotoCollegeFairs 20-21 loss. In a future meeting, future charges and/or how revenue (if applicable) will be funneled back to the Day/Night cause will be discussed.
- **2024/2025 Site Selection:** TACRAO is working with contract experts to finalize 2024/2025 site bids.
- **Standing Committee Reports:** Reports were provided by SEM, Corporate Relations, and Technology Committees. Any committee suggestions, insights, or concerns were discussed. The committee reports will be posted on the Web.
- **November Meeting Items:** Many items related to future meetings were discussed and tabled for future, post-conference follow-up discussion (e.g. TCCNS invoicing method/timing, institutions and exhibitor space costs and placement, discuss Memberclicks event registration and listserv challenges, conference survey details)

Respectfully Submitted,
Kristin McDonald-Willey
TACRAO Secretary