



Executive Board Meeting  
Friday, March 14th 2025  
Rend Lake College  
10:00 am - 2:00 pm

**Board Members Present:** Annette Braden, Paul Welsh, Chrissy Grotzke, Scott Carlson, Kat Hankamp, Christian Brown, Rebecca Johnson, Mike Gavic, Maira Suerte, April Lynch, Cody Daily, Mike Ford, Erin Hoover, Meghan Chrum, Tara Brewer, Lauren Yates, Kristina Luster, Shawn Wochner, Rejeannda Robinson, Ashley Brown

**Board Members Not Present:** Gracie Covarrubias, Kate Moody

**Guests:** Holly Phlum, Alison Crowley, Sylvia Hernandez, M. Brown. L. Witzle, S. Miranda, Kate McCarthy, Nick DeFalco, John Korntheuer, Lauren Franz, Sharon Williams

---

Call to Order Annette Braden, Meeting called to order at 11:06 am

**Approval of 1/16/25 Executive Board Meeting Minutes:** *(Scott Carlson)*

*S. Carlson motioned to approve the 1/16/25 executive board meeting minutes. C. Grotzke seconded. Motion carried.*

**Membership Report** (Sylvia Hernandez)

- [Membership Report](#)
- Membership is slightly down, but we expect an uptick with conference coming up soon
- Sarah will be back from maternity leave and we will meet before the conference in April to talk about transition preparation as she rolls off.
- Alex is potentially rolling off as well
- This group plans to reconnect once conference is over with Erin and Mike to talk about new software and email/social media campaigns

MEMBER TYPE	2/28/25	1/31/25	12/30/24	11/30/24
<b>TOTAL TEAMS</b>	<b>655</b>	<b>647</b>	<b>621</b>	<b>613</b>

<b>TOTAL INDIVIDUALS</b>	<b>2291</b>	<b>2258</b>	<b>2196</b>	<b>2174</b>
<b>TOTAL MEMBERSHIPS PURCHASED</b>	<b>2620</b>	<b>2592</b>	<b>2517</b>	<b>2494</b>
<b>TOTAL EXPIRED INDIVIDUALS</b>		<b>221</b>	<b>265</b>	<b>120</b>
<b>TOTAL EXPIRED TEAMS</b>		<b>103</b>	<b>112</b>	<b>112</b>
<b>TOTAL ARCHIVED RECORDS</b>		<b>1401</b>	<b>1406</b>	<b>1406</b>
<b>TOTAL NON-MEMBERS (may include duplicates)</b>		<b>4405</b>	<b>4359</b>	<b>4334</b>

**Executive Director Report** (Erin Hoover)

- Renaissance & Embassy Suites contracts signed for 2026 IACAC Conference
  - Overflow at Embassy Suites Schaumburg
  - Deposit at Renaissance = \$6,800 paid
  - April 22nd-24th, 2026
- 2025 Conference
  - [Hotel](#)
    - Cut off is Apr 2, 2025
    - 157 room nights until we're full
      - 21 remaining on Tuesday
      - 64 remaining on Wednesday
      - 72 remaining on Thursday
  - Registration
 

<ul style="list-style-type: none"> <li>■ 181</li> <li>■ 2024 = 274, -93</li> <li>■ 2023 = 239, -58</li> <li>■ No one from Bradley is registered yet</li> <li>■ No one from DePaul</li> <li>■ 10 ISU</li> <li>■ 7 UIUC</li> <li>■ 6 SIUE</li> <li>■ 19 ISAC</li> <li>■ 5 Monmouth</li> <li>■ 4 Knox</li> <li>■ 0 Augie</li> <li>■ 0 WIU</li> <li>■ 1 EIU</li> <li>■ 0 NIU</li> </ul>	<ul style="list-style-type: none"> <li>■ 0 SIU</li> <li>■ 0 UIC</li> <li>■ 0 McKendree</li> <li>■ 0 St. Francis</li> <li>■ 0 Elmhurst</li> <li>■ 0 Columbia College</li> <li>■ 1 Millikin</li> <li>■ 0 Lewis</li> <li>■ 0 NCC</li> <li>■ 0 IWU</li> <li>■ 0 ICC</li> <li>■ 1 IC</li> <li>■ 1 Loyola</li> <li>■ 0 IVCC</li> <li>■ 2 Iowa</li> <li>■ 2 Iowa St</li> </ul>
---	---

- 2 Quincy
  - 0 RLC
- Voting verification
- Ballots ready by [4/15 meeting](#)
  - 98 registered, need ~215
    - If we don't have quorum we will move the keynote speech on the Wednesday morning of Conference to use that time for the Membership Meeting
    - Hoping to get the date out for the Virtual Membership Meeting for 2026 much earlier to get it on everyone's calendar
- Budget
  - Applying for grants for 24-25 as well as ahead for 25-26
  - Hoping to get some external funding, so we don't have to rely on our members

### Digital Marketing Coordinator Report (Mike Ford)

- Logo Design/Branding
  - Primary and secondary logos
  - Social media templates
  - Branded communications (newsletter, email templates)
  - Gear/Swag
- Higher Logic - Online community/events/communication platform - Completed by April 15, 2025
- Website - Audit, possible redesign - targeting April 15, 2025
- Social Media - Ongoing
- Working behind the scenes to get this new website up and running. Thank you to everyone who completed the survey to help us design the website.

### Treasurer-elect Report (Rebecca Johnson)

- [Donated Services Year Progress Snapshot](#) - \$11,487.04 donated to date
- Record Donated Services at <https://www.iacac.org/donated/>
- [Professional Development Grants](#)
  - 11 - Conference
  - 5 - Summer Tours
- Thank you everyone for submitting your Donated Services
- Please make sure everyone today submits their donated mileage for coming to the meeting
- Please encourage members to submit a request for a grant to attend the conference if they don't have the funds to attend.

### Treasurer Report (Christian Brown)

- Full History of Treasurer's Report - IACAC owned
  - We still have a few spots we need to work out before April 1st
  - We are in a tight money situation currently, which is not a surprise as many other ACACs are also experiencing the same thing
  - We are trying to honor budget requests, but we may have to lower the amount for some of them
  - We need to take a look at all of our committees to make sure everything we are spending is at the true mission of our organization (ex: Scholarship Committee)
  - Christian is not looking to axe any of our committees, we are planning to have each committee to a full evaluation of their own committee to see if everything they are doing is reflecting our true mission, and what ways there are to lower their expenses
  - We don't expect big things to change for 2025-2026, but we are hoping to make some changes in regards to our priorities for 2026 and beyond

- Do we consider increasing the cost to attend certain programs by like \$5, \$10, etc. for MMI, NCI, etc.
- Maybe cut the cost of spending we do on food for our executive board meetings

#### **Past Treasurer Report (Mike Gavic)**

- No Report

#### **Past President's Report (Paul Welsh)**

- Nominating: [Slate of candidates](#)
  - President-elect
    - Sharon Williams – UChicago LabSchool
  - Secretary-elect
    - Alison Crowley - Northern Michigan University
  - Treasurer-elect
    - Mikaela Brown – Illinois College
  - Board Director – (3 spots)
    - Nick DeFalco - DePaul University
    - John Korntheuer - Proviso East HS
    - Samantha Meranda - Illinois State University
    - Erinn Murphy - Libertyville HS
    - Andrea Rusk- Mundelein HS
  - [Detailed candidate statements](#)
  - [2025-2026 Candidate Statements v2.pdf](#)
- Credentials: By-law changes
  - [Proposed changes and rationale PDF](#)
    - Want to empower membership, by changing the by-laws to have the executive board vote on changes, rather than just the president.
  - [Marked up Google doc](#)
- **Virtual Online Board Meeting on April 15th at 10:00am...Please Attend!!**

#### **President-elect Report (Chrissy Grotzke)**

- Conference:
  - Registration is lower than in previous years (about 50 down from Springfield), but it also launched a little late.
  - April 2nd is deadline for Hotel reservations
  - Sponsorship \$19,100 and 11 exhibitors
    - Slightly down from last year
  - Ask for board volunteers for Friday session
    - Replica of something we did at the Affiliate Presidents Council meeting
    - The group would help me craft questions, and then each person would volunteer to answer a few of them in under 3 minutes.
    - Goal is to give perspective to all the news articles and timely topics and to break things down in digestible chunks.
  - Conference and Board Dinner on Tuesday Evening 6 pm
    - Still looking for a location
- Dates for Board Meetings Next Year: (finalized schedule and locations will be provided by the end of the Month)
  - The transition meeting will be in June TBD
  - LDI and Board Meeting - September 4-5, 2025

- IACAC Membership Updates and Social at NACAC Conference - TBD
- Board Meeting - November 14, 2025
- Board Meeting - January 15, 2025 - will be an All Virtual Meeting
- Board Meeting - March 5, 2025
- Annual Membership Meeting (Virtual) - April 16, 2025
- Executive Board and Conference Chair Appreciation Dinner - April 21, 2025
- NACAC IACAC Meeting
  - No longer will be at the convention center and will not be a formal meeting
  - It will now be offsite, we will provide light updates on the organization, but it will now be a time for everyone to connect with one another within IACAC

### President Report (Annette Braden)

- Committee work
  - Highlighting and promoting committees
    - Fun videos, some type of promotion for conference?
    - Importance of committee reports
    - Use the signage from last year to help promote members to join a committee
  - Vacancies
    - NCI filled
    - Transfer advisory has a plan
    - SIGs need help
  - Leadership presence at all events
- Annual Membership Meeting
  - Please register as we need to hit quorum to help make conference run more smoothly
  - **Virtual - Please register [here](#)**
- Awards
  - Nominations deadline today
  - [Nominate a colleague](#)
    - We are a little light with nominations for the 0-5 year membership award
- GAIN Funding
  - Applied for NACAC grant to help cover cost of conference, NACAC attendees, and leadership development
  - \$10,000 in funding awarded.
- NACAC Rising Star
  - Call Brian Harris
    - For his positive impact on IACAC, specifically through NCI Committee work

### Old Business

- [Rebranding](#)
  - 51 responses
  - Working on a plan to launch this at conference

*A. Lynch motioned to approve the new IACAC Branding. K. Hankamp seconded. Motion carried.*

### New Business

- None

## Committee Reports

- **Illinois National College fair**
  - 134-140 colleges registered another email going out to have schools register.
    - This is down from last year
  - We need Volunteers!! Please consider volunteering your time if you will not be attending for your institution
- **District Seminars**
  - Great professional development for people around the state of Illinois
  - This is a nice way for members around the state to attend a “Conference-Like” event who can’t attend the actual conference
  - Want to survey other colleges to see who would also be open to hosting a District Seminar
  - Weighing in options for publicity for this committee at conference - maybe having a thank you dedicated to them, maybe hosting a cocktail hour, etc.
  - It would be nice to have an agenda sent out prior to the district seminar, so members know what will be covered and how each district seminar will differ
  - The committee can submit dates and open registration earlier; there doesn’t need to be board approval to move dates or locations.
  - Does there need to be a little more uniformity at each location?
- **Education and Ethics**
  - Full committee meeting took place February 7th.
  - Sarah and Keegan presented at Transfer Summit on February 7th.
  - Events Subcommittee meeting took place February 28th.
  - Research & Development/Publications Subcommittee meeting set for March 17th.
  - Sarah is presenting at Lewis District Seminar on March 21st.
  - Keegan is presenting at DePaul District Seminar on March 28th.
  - Next Events Subcommittee meeting set for April 11th.
  - Sarah and Keegan are presenting at the Annual Conference in April.
  - This group is seeking support in the continuous recruitment of more committee members.
  - They hope to continue collaborating with any committees who plan IACAC events: District Seminar, Transfer Summit, Middle Management Institute, New Counselor Institute, and Annual Conference.
- **Government Relations**
  - x
- **Illinois College Fair**
  - x
- **Inclusion, Access and Success**
  - x
- **Mentorship**
  - Matched 10 Mentees with Mentors
  - Working on a push for more High School side participants
  - Working on set up a Spring event- scheduled for April 8th- Mentorship Meetup
  - Conference Reception planning

- This group is looking for collaborative opportunities with #IACAC Reads and the HSCPD (IACAC High School Counselor Professional Development) committee on co-hosting the next discussion
- **Middle Management Institute**
  - DePaul University, July 9th - 10th, 2025
  - Registration and Communication will go out next month
- **New Counselor Institute**
  - Working on Summer 2025 NCI program, tentative dates August 6th and 7th 2025
    - Maybe add-in a Virtual Spring option for a check-in
  - Abbi (Bradley) rolling on as co-chair as of 3/1, Brian rolling off early, Bettie staying on another year
  - Moving back to a once per year summer program; instead of two sessions per year
  - Participants will not be staying in residence halls, they will be responsible to arrange their own accommodations as we have been doing for the past few years
  - Creating call for proposals to host NCI, sending out ASAP, with deadline for proposals April 21st
  - Registration opens after conference, ideally around May 2nd
  - This group is seeking support in creating host for proposals form, and registration forms as well as additional volunteers for the committee and presentations at the sessions throughout the year.
  - This group would like to partner with LDI on a social for NCI during the summer session
- **Professional Connections**
  - x
- **Scholarship**
  - 369 applied; 140 students completed their applications.
  - Reading has begun! Round One of reading from March 10th-21st and Round Two from March 24th-April 4th.
  - Will be awarding 5, \$2,500 scholarships.
    - Changed from 10, \$1,000 scholarships last year
  - Beth Gulden has done so much to train up Leslie and Kim, and take the lead on processing materials and assigning applications to readers. Leslie and Kim want her recognized for her hard work!
  - This group is seeking support through additional readers.
  - This group is looking to collaborate with the Transfer Advisory Committee to decide if we move forward with Kaleidoscope as a platform.
- **Special Interest Groups**
  - x
- **Summer Tours**
  - x
- **Transfer Advisory**
  - x

*P. Welsh motioned to adjourn. S. Wochner seconded. Motion carried. Meeting adjourned at 1:58 pm.*

*Respectfully submitted by Scott Carlson IACAC Secretary*