



Executive Board Meeting
November 12, 2021
10:30 am – 2:00 pm
DePaul College Prep & Zoom

Board Members Present: Megan O’Rourke, Tony Minestra, Brian Hodges, Annette Braden, Eric Ruiz, Josephine West, Derek Brinkley, Erin Updegraff, Josie Blasdel, Paul Welsh, Christian Brown, Kelly Dutmers, Becki Bellito, Sharon Williams, Scott Lilly, Stacey Schlaud, Sylvia Hernandez, Linda Haffner (non-voting)

Board Members Not Present: Angie Cooksy

Guests: Erin Hoover, Emily Tabeek, Chrissy Grotzke

Call to Order/Introductions: *(T. Minestra) Meeting called to order at 10:30 a.m.*

Approval of September 2021 Board Meeting Minutes: *(J. West)*

E. Ruiz motioned to approve the September board meeting minutes. B. Hodges seconded.

Discussion.

Motion carried.

Treasurer’s Report

Eric Ruiz

	11/4/21	11/4/20
Checking Balance	\$297,860.52	\$395,176.54
Investment Accounts	\$710,898.59	\$368,990.30
Total Net Worth	\$1,008,759.11	\$764,166.84

Video report: <https://youtu.be/0lxxutiM-K8>

Membership Report

Christian Brown

MEMBERSHIP CATEGORY	& Change	TOTAL
Category 1 (Post-Secondary)	-9%	632
Category 2 (Secondary)	+29.4%	405
Category 3 (Related Education Services)	-18.9%	99
Total Overall IACAC Membership	+9.5	1236

- We are still trying to figure out how to give one-to-one comparisons as we move to this new structure, so bear with us as well try to do our best to compare year-to-year.
- Everyone is still working through the new process, which has every organization register for a team account and then we need everyone to create their individual accounts under that team. Many people are still adding their individual accounts and until they do that our numbers will be a little lower. If anyone is having trouble, please have them reach out.
- With that being said, we have a lot of first-time members, and it is up to all of us to engage those members. Please encourage all committee members to look for ways to add programming and engagement this spring to help bring this group into the fold.

- The membership committee will be hosting a membership challenge that will start in December where we will be giving our members raffle entries for engaging with IACAC in such ways as following us on social media. Prizes will include things like a free conference registration and free district seminar registration.
- Our next goal will be to follow up with those who have not joined with a survey and phone calls to the non-responders. We also need to circle back with the AdHoc committee to discuss what reporting would be helpful to provide to help committees plan programming as we have been trying to gather more data points on our members.

Chief Delegate Report

Annette Braden

Annette went through the Admissions Essay.

Here it is: <https://docs.google.com/document/d/14v7mBx-RSjUjOi5AEDiWLK5ZbCpbB9oMliJ602V90ss/edit>

President-Elect Report

Brian Hodges

Conference Budget Presentation

P. Welsh motioned to approve the 2022 Conference Budget as presented today. A. Braden seconded.

Discussion.

Motion carried.

Past-President Report

Megan O'Rourke

Credentials:

-Work will begin soon

-committee is mostly set but would still take more volunteers if they are out there

-going to review the recommendations NACAC provided pre-pandemic to see how we can make any of those changes

Nominating:

-still looking for a few committees' members

-we had a conversation about how to get people involved/in the pipeline, and involvement in general

-the group brainstormed how our group can nominate others

-committee will meet in January

President Report

Tony Minestra

E- Meeting on Monday (11/15) with 6 other Midwest ACAC Affiliates to discuss the viability of a 2024 Midwest "Super-Conference"

The Appreciation Station (digital "thank you" card) function will re-open on Monday 11/15 in line with Thanksgiving season

Equity and Access Ad-Hoc Team changes - two members have opted out of the committee. Amy Thompson is graciously stepping into the Co-Chair role alongside Sharon W. Work is in progress on securing a consulting group to continue to help advance the goals of the Committee.

CPS - ISCA - IACAC Collaboration on building Legislative Agendas. Zoom call last week generated an action plan. Government Relations team is building a legislative "wish-list" to share with the two other partner organizations - Development of a cohesive message to deliver to our state and federal representatives. Plan to fly to DC in the Spring.

Moraine Valley CC will serve as our host for the next Executive Board Meeting in January.

Unfinished Business

A. Innovation Fund

Erin Updegraff/ Megan O'Rourke

New Business

- A. Scholarship Changes
- B. Membership Changes/Updates
- C. Demographic Capture Discussion
- D. GRC Advocacy Proposal - Collab with ISCA/CPS
- E. Letters of Rec Convo
- F. Membership Costs for Students

Scholarship Chairs
Membership/Erin
Derek B and All
Emily Tabeek
Becki Bellito
Stacey S/PC Comm

Committee updates

Committees/Chairs

Call for Adjournment (T. Minestra)

B. Hodges motioned to adjourn; S. Lilly seconded.

Motion carried.

Meeting adjourned at 2:02 p.m.

Respectfully submitted by Josephine West, IACAC Secretary.

Innovation Fund:

<https://form.jotform.com/212974977010157>

Gov Relations:

https://docs.google.com/document/d/1MSVYZ5tqvEeZjrvTG5wh9DOYXsM0hQ6kQVgiL_Fb7kM/edit?usp=s_haring

Membership

Members: Maddie, Josh, Chrissy

Category I College/University Members - Total of 632 members which is a decrease of 9%

Category II Secondary School Members- Total of 405 members which is an increase of 29.4%

Category III Related Educational Service Members - Total of 99 members which is a decrease of 18.9%

Total Membership - 1236 members which is an increase of 9.5%

NOTES

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[Link to the entire November Report](#)

Committee Name
Conference

Committee Chairs
Brian Hodges

Committee Meetings Completed Recently - Recap Topics Covered
October 8 at the Westin-Brainstorming for conference

Planned Committee Meetings Upcoming - Any Hot Topics on the Agenda?
January 28, 2022 or February 4, 2022

Committee Longer-Term Goals for the Year Ahead

What's the next big event/action item for your committee - do you need IACAC leadership help?
End Note speaker

Committee Roster Situation - Do you need more voices/volunteers on the team? If so, how can IACAC leadership help with this?

Chance for open response...please share any thoughts/changes/advice/perspective here that we might have missed!

Committee Name
Middle Management Institute

Committee Chairs

Wendy Downing, Robert Olivieri, Ashley Brown

Committee Meetings Completed Recently - Recap Topics Covered

October 22 was our first committee meeting of the year. We recapped our 2021 event, finalized dates for 2022, and started to brainstorm locations. Middle Management Institute will be held June 8 and 9th, 2022.

Planned Committee Meetings Upcoming - Any Hot Topics on the Agenda?

Next meeting will be Monday, November 15. We're hoping to finalize a 2022 MMI location and also outline a schedule.

Committee Longer-Term Goals for the Year Ahead

What's the next big event/action item for your committee - do you need IACAC leadership help?

Continue planning MMI for 2022
Next action item is finalizing our location for MMI. No, we do not need IACAC's assistance at this time. Yes, we have a couple webpage updates. Can we add the 2022 MMI dates? June 8-9, 2022. In addition, we can add a note that registration will open in Spring 2022 and registration will close May 2022. We'll finalize exact dates for registration in a couple months. Chrissy Grotzke and Courtney Wallace continue to do great work with our committee! As co-chairs, we really value their extensive IACAC knowledge and appreciate all of their guidance.

Committee Roster Situation - Do you need more voices/volunteers on the team? If so, how can IACAC leadership help with this?

Chance for open response...please share any thoughts/changes/advice/perspective here that we might have missed!

Committee Name
Conference Committees -- Raffles

Committee Chairs

April Lynch, Derek Brinkley, Josie Blasdel

Committee Meetings Completed Recently - Recap Topics Covered

October 7 -- introductory meeting with Brian to get everyone introduced and kick off the year.

Planned Committee Meetings Upcoming - Any Hot Topics on the Agenda?

Hope to meet in early November.

Committee Longer-Term Goals for the Year Ahead

What's the next big event/action item for your committee - do you need IACAC leadership help?

Finalize plans for Conference Raffle and Silent Auction.Conference. Nope :)Nope :)

Committee Roster Situation - Do you need more voices/volunteers on the team? If so, how can IACAC leadership help with this?

Chance for open response...please share any thoughts/changes/advice/perspective here that we might have missed!

Committee Name
Professional Grants Committee

Committee Chairs
Josie Blasdel

Committee Meetings Completed Recently - Recap Topics Covered

No meetings yet; however, I was able to touch base with Eric to get things moving for grants and have also been in touch with Erin regarding committee volunteers and the grant application process.

Planned Committee Meetings Upcoming - Any Hot Topics on the Agenda?

Hope to meet in early December.

Committee Longer-Term Goals for the Year Ahead

What's the next big event/action item for your committee - do you need IACAC leadership help?

Committee Roster Situation - Do you need more voices/volunteers on the team? If so, how can IACAC leadership help with this?

Chance for open response...please share any thoughts/changes/advice/perspective here that we might have missed!

Committee Name Mentorship

Committee Chairs

Lisa Winker, Kevin Coy, Jill Homerding

Committee Meetings Completed Recently - Recap Topics Covered

At the Sept. 7th meeting, we covered expectations of committee members, IACACreads, Fall meetups, meetups in the past and what we should continue moving forward, IACACserves (specifically the blood drive), other ideas and matches

Planned Committee Meetings Upcoming - Any Hot Topics on the Agenda?

November 9th 2021 from 12:30 - 2:00 pm @ Homewood-Flossmoor High School

January 20th, 2022 from 10:00 - 11:30AM - virtual

12:00 - 1:00 pm Facebook LIVE

You may check out video of Live's from year's past: <https://youtu.be/IC-8PwTC6JU>

Start thinking about topics to include at the Facebook LIVE

April 6th from 1:00 - 2:30 pm @ Augustana College Chicagoland Headquarters (377 Butterfield Road Lombard, IL

Mentorship Reception at the IACAC Conference @ the Westin in Itasca, IL (April 27-29th, 2022)

Reception is usually held on the Wednesday of Conference

Committee Longer-Term Goals for the Year Ahead

What's the next big event/action item for your committee - do you need IACAC leadership help?

A state-wide blood drive is being targeted for March, Make-Your-Meetup is the works, as well as Gratitude posts that we will try to get people involved with on the FeedFacebook Live on January 20thNothing at this timeShoutout to Jes King for getting our first Meetup together! That happened at Mod Pizza on Oct. 20, before the D211 fair.

Committee Roster Situation - Do you need more voices/volunteers on the team? If so, how can IACAC leadership help with this?

Chance for open response...please share any thoughts/changes/advice/perspective here that we might have missed!

Committee Name
New Counselor Institute

Committee Chairs

Kenneth Guthrie, Rebeca Hernandez, Maira Rodriguez

Committee Meetings Completed Recently - Recap Topics Covered

We meet monthly. Recently had our NCI session about Financial Aid.

Planned Committee Meetings Upcoming - Any Hot Topics on the Agenda?

Next NCI Session will be about Application Review. The committee will also be chatting about our in-person gathering in December.

Committee Longer-Term Goals for the Year Ahead

What's the next big event/action item for your committee - do you need IACAC leadership help?

We hope to continue having great attendance at our monthly sessions. We look forward to bringing the group together at the IACAC conference. We have a meeting with Eric Ruiz to go over our budget to plan our in person gathering. Not at this time. We have a Zoom account for NCI. Our committee members are awesome! N/A

Committee Roster Situation - Do you need more voices/volunteers on the team? If so, how can IACAC leadership help with this?

Chance for open response...please share any thoughts/changes/advice/perspective here that we might have missed!

Committee Name
Strategic Plan (ad hoc)

Committee Chairs
Julie Nelson

Committee Meetings Completed Recently - Recap Topics Covered

Planned Committee Meetings Upcoming - Any Hot Topics on the Agenda?
Plan of Attack to rework the Strategic Plan...meeting date TBA

Committee Longer-Term Goals for the Year Ahead

What's the next big event/action item for your committee - do you need IACAC leadership help?
Can you appoint a co-chair from the delegates...it would make sense if it was the Chief Delegate

Committee Roster Situation - Do you need more voices/volunteers on the team? If so, how can IACAC leadership help with this?

Chance for open response...please share any thoughts/changes/advice/perspective here that we might have missed!

Committee Name
Media Communications

Committee Chairs

Traci Flowers & Luis Alarcon

Committee Meetings Completed Recently - Recap Topics Covered

10/4: Created Grant Recipient form to be completed for the Admission Essay. The form streamlines the process and triggers a reminder to grant recipient for payment from treasurer.

Planned Committee Meetings Upcoming - Any Hot Topics on the Agenda?

Recruitment of additional volunteers and discussing committee roles- delegating assignments.

Committee Longer-Term Goals for the Year Ahead

What's the next big event/action item for your committee - do you need IACAC leadership help?

Setting goals and initiatives to promote engagement with Member portal and forum.

Encourage Board Members to contribute to Forum posts and Newsfeed posts. YES, Encourage Board Members and Committee Chairs to contribute to Forum posts and Newsfeed posts.

Encourage IACAC leadership and their committee members to write articles for Admission Essay. n/a

Committee Roster Situation - Do you need more voices/volunteers on the team? If so, how can IACAC leadership help with this?

Chance for open response...please share any thoughts/changes/advice/perspective here that we might have missed!

Committee Name
Retiree Committee

Committee Chairs
BC Juettner, Kathy Holmberg

Committee Meetings Completed Recently - Recap Topics Covered
No new meeting

Planned Committee Meetings Upcoming - Any Hot Topics on the Agenda?
Still waiting for a meeting until retirees are comfortable

Committee Longer-Term Goals for the Year Ahead

What's the next big event/action item for your committee - do you need IACAC leadership help?
Start meeting when people feel comfortable and present a session at the 2022 conference2022 Conferenceno

Committee Roster Situation - Do you need more voices/volunteers on the team? If so, how can IACAC leadership help with this?

Chance for open response...please share any thoughts/changes/advice/perspective here that we might have missed!

Committee Name
Illinois College Fair

Committee Chairs

Omar Solomon, Anna Schuh, Sue Fowler

Committee Meetings Completed Recently - Recap Topics Covered

August 5th: Discussion regarding IRCF Calendar, Facilitator Role, Virtual College Fair Volunteers for groupings, and timeline for this academic year

Planned Committee Meetings Upcoming - Any Hot Topics on the Agenda?

November 18, 2021 at 9:00 am

Committee Longer-Term Goals for the Year Ahead

What's the next big event/action item for your committee - do you need IACAC leadership help?

Re-look and potentially re-evaluate college fair definitions/criteriaSpring, 2022 college fairsIn early December, we need communication sent out regarding 2022-2023 fair registrationErin Hoover and Linda Haffner: Both have been an incredible support to us

Committee Roster Situation - Do you need more voices/volunteers on the team? If so, how can IACAC leadership help with this?

Chance for open response...please share any thoughts/changes/advice/perspective here that we might have missed!