

CAIR Executive Committee Meeting Minutes
2005 Annual Business Meeting
Friday, November 18, 2005
San Francisco

Participants: Craig Hayward, President; Brandt Kehoe, Past President; Steve Chatman, outgoing Past President; Cel Johnson, Vice President; Bettina Huber, Treasurer; Julian Fernald, Secretary; Marie Richman, outgoing Secretary; Janelle Hastings, Independents Rep; Sutee Sujitparapitaya, CSU Rep; Sam Agronow, UC Rep; Terrence Willett, CCC Rep; Bob Daly, member website sub-committee, John Selegean, Christine Leimer

The meeting was called to order at 7:15 a.m.

I. Minutes

Minutes from the November 2004 annual business meeting were approved.

II. Treasurer's Report

Bettina reported an overall conference attendance of 124, including 15 on-site registrations and 25 new attendees. She projected an ending balance of roughly \$25,000 and anticipated the possibility that there may be an overall loss from the conference.

The problem of continuing declining attendance was discussed. Suggestions for increasing future attendance included the possibility of moving future conferences to September, or some other time, to avoid conflicting with other overlapping events, particularly the RP conference. Steve suggested giving more responsibility to the segment reps for reaching into the segments for participants as well as paper submissions. The idea of holding spring workshops for new institutional researchers as a way to bring in money was also discussed. The executive committee was asked to bring proposals for increasing conference attendance to the next meeting in January.

III. Adjournment

The meeting was adjourned at 7:45 a.m.