

The meeting was called to order by Michael Carter, President, on Thursday, September 19, 2013 at 6:30 pm.

Mike Carter introduced the new Executive Assistant, Rhonda Douthit, to the membership, [rdouthit@pcacac.org](mailto:rdouthit@pcacac.org).

The Minutes of the April 2013 General Membership meeting were approved by voice vote following a motion from Mike Carter and a second from Jake Talmage.

Mike Carter introduced PCACAC's Delegates and recognized PCACAC members sitting on NACAC national committees.

**Treasurer's Report, Mary Layman, Treasurer, [treasurer@pcacac.org](mailto:treasurer@pcacac.org):**

- The financial review came out very positively. Our accountant also received a great review.
- We are using new software, but there's been a learning curve.
- The Balance Sheet is strong; PCACAC is fiscally healthy.

**Committee Reports and Announcements:**

- *Admission Practices, Lou Hirsh, [louhirsh@udel.edu](mailto:louhirsh@udel.edu):*
  - Contact Lou or Jake if something seems amiss.
  - All is confidential.
  - Let students know this is about them—they have rights.
- *College Fair/College Night, James Massey, Jr., [jbmassey@umd.edu](mailto:jbmassey@umd.edu):*
  - Thank you to Arlene Ingram and Rhonda Douthit for on-line College Fair Form.
  - Committee members will be at national fairs—please support.
  - Contact James if interested in joining.
- *Current Trends, Anthony Ambrogi, [aambrogi@rmc.edu](mailto:aambrogi@rmc.edu):*
  - Articles and resources are available on our website.
  - The committee will be reaching out to identify trends in our region.
- *Government Relations, Jayne Fonash, [jayne.fonash@lcps.org](mailto:jayne.fonash@lcps.org):* Planning Government Advocacy Days in each state capitol this winter. Please be a part—it will be a great experience. PCACAC has a voice!
- *Inclusion, Access and Success, Paul Horgan, [paulhorgan@capehenry.org](mailto:paulhorgan@capehenry.org):*
  - Needs members for Anne Powell mentoring program. New ideas include social media and a cohort group.
  - Still building Joining Hands for College program. Let Paul know if you want to help run a program/carry it forward in your town/city.
- *Student Support Grant, Lucy Neale Duke, [lduke@crestoreybalt.org](mailto:lduke@crestoreybalt.org):* Remember, PCACAC has a grant program to support students if counselor doesn't have budget. See the article in **The Anchor**. Next cycle coming up (Dec 1 – Feb 1); \$800 max to reach out.
- *Membership, Carl Ahlgren, [cahlgren@gilman.edu](mailto:cahlgren@gilman.edu):*
  - Carl is a new chair and would like to meet with the Membership Committee.
  - Encourage people to join if not already. It's easy from the PCACAC Home page on the website, [www.pcacac.org](http://www.pcacac.org), under "Membership Information".
- *Nominating, Carolyn Doyle, [cdoyle@archmereacademy.org](mailto:cdoyle@archmereacademy.org):*
  - Nominating process begins Oct 1. Looking for President-Elect, Treasurer, and 2 Delegates (Chair of Professional Development and Chair of Government Relations).
  - Mike Carter recognized all Past Presidents of PCACAC.

**General Membership Meeting Minutes (Continued)**  
**NACAC Conference in Toronto, Canada**  
**September 19, 2013**

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- *Past Presidents' Committee, Sue Rexford, [srexford@cesjds.org](mailto:srexford@cesjds.org):*
  - Nominations for Jack Blackburn Award open Dec 1, <http://www.pcacac.org/blackburn-award>.
  - Living History being built. Please contact Sue or Dal Holmes, [jmholmes@dmv.com](mailto:jmholmes@dmv.com), if interested.
- *Professional Development, Robyn Lady, [ralady@fcps.edu](mailto:ralady@fcps.edu):*
  - Thanks to all involved with SI leadership.
  - Accepting bids to host the 2014 Summer Institute. Submit **by Oct 1** through the link on our Home page at [www.pcacac.org](http://www.pcacac.org).
  - If interested in hosting a day-long Drive-In Workshop, contact Robyn **by Oct 15**.
  - Committee Meeting to be held after Membership Meeting today.
- *Conference planning, Heather Jeter, [heather.jeter@stewardschool.org](mailto:heather.jeter@stewardschool.org):*
  - The 2014 Spring Conference will be held April 27-29 in Richmond, VA. Call for proposals is already on-line at [www.pcacac.org](http://www.pcacac.org). Suggested session topics available there also.
  - 2015 is the 50<sup>th</sup> Anniversary of PCACAC conferences; will be at The Homestead in Hot Springs, VA. There are shoulder dates and very affordable options.
- *Site Selection, Arlene Ingram, [aingram@pcacac.org](mailto:aingram@pcacac.org):*
  - Already have site for 2016—Ocean City, MD – Princess Royale.
  - If anyone would like to help with future site selection, please contact Arlene.
- *Communications, Aundra Weissert, [aweissert2@washcoll.edu](mailto:aweissert2@washcoll.edu), and Rosemary Martin, [rmartin2@su.edu](mailto:rmartin2@su.edu):*
  - We are now on [Facebook](#) and [Twitter](#); finalizing e-list. Share your photos!
  - [The Anchor](#) is getting a facelift and will now be in blog format. Share your ideas with Rosemary.
- *Fund Development, Judy Hingle, [jkhingle@fcps.edu](mailto:jkhingle@fcps.edu):* Costs are increasing. Need more members on the committee. If interested, meet afterwards or contact Judy.

**President's Report, Michael Carter, President, [mcarter@sssas.org](mailto:mcarter@sssas.org):**

- Members are encouraged to get involved.
- Recognized Lisa Hill.
- Recognized Joan Mudge who is retiring.
- NACAC President's Reception in Hall E.

The meeting was adjourned at 7:11 pm following a motion from Mike Carter, a second by Kathleen Martin and a voice vote by the members.

Respectfully submitted on September 23, 2013:

John Talmage  
Secretary