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**The mission of PCACAC is to support and advance college admission professionals as they guide their institutions, students, and families in an ethical manner.**

To accomplish this mission, PCACAC:

- Advocates for the rights of students in the college admission process;
  - Develops, promotes and monitors the standards of professional behavior as set forth in the Statement of Principles of Good Practice;
  - Encourages the increased participation of underrepresented and underserved populations in postsecondary education and in the profession;
  - Furthers the professional development of all school and college admission counselors.
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## **AGENDA**

- I. **Introduction – Jake Talmage, President:** Each committee chair will move to a section of the room to chat with members interested in their committees immediately following the formal portion of the meeting.
- II. **Welcome and Call to Order at 5:15 PM:** President – Jake Talmage, St. Paul’s School (MD): Scott Mayer motioned to approve, Rosemary Martin seconded, all approved.
- III. **Moment of Silence for [Carl Ahlgren](#), Director of College Counseling at the Gilman School (MD), and [Stephanie Balmer](#), Vice President of Enrollment and Dean of Admissions at Dickinson University (PA)**
- IV. **Consent Agenda – Interim Secretary, Rebekah LaPlante, Radford University (VA):** Approval of .General Membership Meeting Minutes, April 2018; Rebekah LaPlante motioned to approve, Rosemary Martin seconded, all approved.
- V. **Special Recognition:** Mike Oligmueller, Jayne Fonash, Lou Hirsh, Jim Jump, Audrey Hill; all past presidents were asked to stand and be recognized as well.
- VI. **Executive Committee Reports:**
  - A. President – Jake Talmage:
    - i. Committee Reports – referenced assembly voting regarding the CEPP.
    - ii. All delegates will be available for questions.
    - iii. CTFI is looking for more members – please see Ann Marie .
    - iv. Membership year ends September 30<sup>th</sup>.
    - v. Past Presidents – Two important things this committee has worked on is a new document retention policy and creating endowment.
  - B. President-Elect – Joel Lang, Padua Academy (DE)
    - i. Rebekah LaPlante is now interim secretary and Alice Robertson has stepped into PD chair.
    - ii. Conference - Rosemary Martin, Chair:
      - a. Conference will be in College Park MD – “Battle of the Beltways” theme.
      - b. Local Counselor Sponsorship – Brad Harlan will be tapping people in the area to help with sponsorship with local counselors.
      - c. The plan is for IAS/PD to partner for “boots on the ground” – workshops/training in local public schools.

- d. Still need volunteers to assist with conference efforts – Let Rosemary know if you are interested.
    - e. 2020 conference will be held in Harrisonburg, VA.
  - iii. Joel called for assistance in many different areas – PD and workshops, etc.
  - iv. Summer Institute: We will be at Shepherd University in 2019 and would like to build a presence in WV. We partnered with College Bound this past year and it was very successful.
  - v. SIGs – led by James Massey: call to action: What other SIGs should we have?
- C. Immediate Past President – Robyn Lady, Chantilly High School (VA)
  - i. Call for nominations for new positions.
  - ii. Robyn shared the importance to support diversity and encouraged members to connect with those in leadership to express interest and ideas.
  - iii. Credentials and Bylaws: we are evaluating how certain chairs are tied to delegate positions. This information is currently being reviewed to determine if changes should be made.
  - iv. Government Relations: looking at dates in Annapolis and shared the dates for NACAC on the Hill: March 4<sup>th</sup> (Sunday March 3<sup>rd</sup> – one-day in-service).
  - v. Inclusion Access and Success: focus is outreach programs and building competency within underserved areas. Joining Hands: Melissa Hypolite has provided support. Robyn shared that if you want to create a program within communities that need support - please reach out to let us know.
- D. Treasurer – Libby Weith, St. Stephen’s & St. Agnes School (VA)
  - i. Finance Committee has met to go over current budget.
  - ii. We will vote on budget soon. We are a healthy organization.
- E. Interim Secretary – Rebekah LaPlante
  - i. Recognized Sanjay Mitchell for his leadership with college fairs and his request for a call for volunteers and participation where possible.
  - ii. Recognized Kellie Stewart and her work with the communication committee. Shared they are always looking for savvy social media gurus and others to support efforts to get the word out about what we are doing.

**VII. New Business**

- A. Approval of FY 2018-2019 Budget— Libby Weith, St. Stephen’s & St. Agnes School (VA): Jake Talmage motioned to approve, Scott Mayer seconded, all approved.
- B. Strategic Plan Update—Jake Talmage
  - i. Jake will provide electronic document to membership prior to the conference.
  - ii. Jake shared the 4 Anchors concept and elaborated on current efforts.
- C. Other business to be added by the President’s Council: Mike Carter made a call on behalf of Past-President’s committee for nominations for the Jack Blackburn Award.
- D. Business from the floor:
  - i. Joe Monty requested that delegates please vote to keep retirees in the membership model.
  - ii. Jake shared that NACAC has stated that we have several proxy votes.
  - iii. Joel mentioned that we will send out a call for conference proposals for the spring conference and encouraged participation.

- VIII. **Adjournment:** Libby Weith motioned to adjourn, Alice Robertson seconded, all approved.