

**Minutes of the Annual Board of Directors Meeting
Indianapolis, Indiana
Sunday, August 12, 2001**

8:00 AM to 4:30 PM

The ARIA Annual Board Meeting was called to order by President Helen Doerpinghaus at 8:11 AM.

Present	H. Doerpinghaus, P. Brockett, R. Hoyt, P. Stichter, M. Browne, J. Carson, L. Cox, D. Lee, S. Weisbart
Absent	J. Nelson
Other	J. Fryer, A. Denby, J. Garven
Guests	T. Troxel, R. MacMinn, M. Powers, M. Weiss
Approval of Minutes/Election Results	The Board approved the minutes of the mid-year meeting unanimously. The results of the election included: Rob Hoyt was elected as Vice-President, and Larry Berger and Jim Garven were elected to three year terms as directors. The By-laws changes were approved after the issue of the Vice-President running unopposed was withdrawn.
RMIR Editors' Report	Mike Powers and Mary Weiss reported that the focus is on generating articles. The Spring issue is a symposium on international auto insurance, and the issue will, hopefully, be completed in about two weeks. They noted that the issue was delayed because of the flow of articles, both initially and after the articles were sent back to authors for corrections. They also spoke of using the <i>RMIR's</i> associate editors as prospectors for articles as they attend conferences, etc.
Blackwell Publishers' Contract	The contract with Blackwell to publish the <i>JRI</i> and <i>RMIR</i> and assume the role for membership records was previously approved by the Board in an e-mail vote. Today, the Board ratified the decision and then had a brief discussion with Blackwell's representative, Alison Denby, about the journals availability digitally and online.
JRI Editors' Report	Richard MacMinn began by noting that the ARIA server suffered a DOS attack which has required a great deal of time and involvement with security issues over the past few weeks. He would like to see the sever moved from Texas to another location by the end of the year if possible. The <i>JRI</i> database will take a while to get back online but when it does

	<p>all articles, revisions, referee reports, etc. are online and can be viewed from anywhere by the editors..</p> <p>He stated that 91 articles were submitted to the <i>JRI</i> between January and July. He asked the Board to start contingency planning for editors (current editors contract is up in 2004). A potential new editor needs time to learn the database (training and transfer). He felt that six months to a year would be appropriate. Helen Doerpinghaus suggested that a committee needs to be established to do strategic planning for an editor's search.</p> <p>The transition of publishers from the Institutes to Blackwell will be a clean cut; the December issue through the Institutes, March through Blackwell.</p> <p>The location of the server was discussed and the Website committee under Jim Carson will look at what is really needed on an ARIA web site. Discussion indicated that a "stripped down" version is needed and that Blackwell will work with the committee's findings to develop a less expensive contract offer. The webmaster could or could not be Blackwell.</p>
<p>Executive Director's Proposal</p>	<p>Terrie Troxel presented a proposal to the Board for the extension of the contract for the Executive Director's office to the Board. His presentation included the duties that will remain with the office after the beginning of the Blackwell contract and pricing. A discussion ensued with many questions after which the Board went into executive session and approved a contract extension with the Institutes for the Executive Director's office. The new contract will be effective for three years beginning January 1, 2002.</p>
<p><i>RMIR</i> Review Committee Report</p>	<p>The report recommended that Mike Powers and Mary Weiss be renewed as editors of the <i>RMIR</i> when the contact expires. A motion to accept the report was made, seconded and passed. The Board also voted to thank Sandra Gustavson and the committee for their work.</p> <p>Phil Stichter then reported on the ongoing discussions of the <i>RMIR</i>-SIR group. A motion (below) was made, seconded and passed. It proposes the creation of an Ad Hoc committee to study the issue.</p> <p>Motion: <i>ARIA reaffirms its strong interest in pursuing a</i></p>

	<p><i>collaborative effort with SIR regarding RMIR and Research Review, and also wishes to explore with WRIA, if it is interested, the future direction of its journal.</i></p> <p><i>ARIA proposes that an Ad Hoc Committee be formed with a representative from each organization being appointed to develop specific recommendations based on the proposals developed by the ARIA/SIR working group and the contract recently entered into between ARIA and Blackwell.</i></p> <p><i>ARIA suggests that this Ad Hoc Committee submit to each organization by January 15, 2002, a report on its discussions regarding its recommendations or proposed action plans and timelines.</i></p>
<p>Awards</p>	<p>The report of the various award committees were received and accepted. Funding for the Hedges Scholarship is now 50% in place and should be completed at the end of the year and awarded for first time in 2002.</p>
<p>Annual Meeting</p>	<p>Mark Browne presented copies of the actual program. He suggested allocating a set amount of funds in the future for the committee chair to use to attract speakers. A motion was made, seconded, and approved to include some money in the annual budget for program speakers. The Long Symposium luncheon will be held this year in conjunction with the President's luncheon. A motion was made, seconded, and approved to hold the excess funds received in "unrestricted funds" so it may be designated for special use by the Board. The Long funds are "unrestricted" in the sense that they can be mingled with other funds to earn a greater return on investment; however, they will be "restricted" to the purpose of promoting ethics as agreed with the contributors.</p>
<p>Membership Services Contract with Blackwell</p>	<p>Revenue should remain even or increase under the contract. A motion was made, seconded, and approved to allow students and retirees to pay \$25 annually for membership and online only access to the journals. Membership for students and retirees with paper copies and online access to the journals will increase to \$50.</p> <p>Because of the discussion about revenues, the discussion briefly turned to funds received from institutional sponsorship. This led to a discussion about creating an "evergreen" brochure for institutional sponsorship.</p>

Website Report	The committee will continue to work with Blackwell to move the server/hosting of the web site to Blackwell. The committee will also continue to work with the webmaster to create policies for what is appropriate to post.
ARIA Newsletter	Larry Cox presented his report which centered on the look of the newsletter and whether graphics and pictures are necessary. Larry stepped down as newsletter editor and Pat Brockett asked the Board to think of possible successors.
Job Placement Committee Report	Job placement on the web site has streamlined the process and has been well received and heavily used. The committee recommended "staying the course." They also recommended that doctoral students not be scheduled opposite each other whenever possible while they are presenting papers at the annual meeting.
Proposal for changing the bylaws	The Board Manual, which contains the by-laws, will be maintained on the web site and kept up-to-date by the President and Executive Director. Phil Stichter drafted a proposed by-law amendment which will be presented and discussed at the Annual Membership meeting. The by-law change will then be voted upon in the currently required fashion. The Board voted unanimously to present this proposed change to members. Helen Doerpinghaus stated that she will also present the proposed change on the Vice-President's election to members.
Financial Committee Report	The committee recommended the Blackwell contract as fiscally sound for ARIA. Overall, the Board is concerned with the financial situation of ARIA and will look to how Blackwell can help increase ARIA's revenues.
Strategic Planning and Fundraising Committee Report	Pat Brockett stated that he intends to use his presidency to help ARIA build a long-term relationship with corporate sponsorship of ARIA. He'd also like to increase the number of ads in the JRI encouraging similar organizations to use this service. He established a university relations committee to be headed by Larry Cox and they are seeking ideas on what levels of university sponsorship should exist.
Special Projects	Phil Stichter reported on the Faculty Internship program and noted that the surveys included in last year's registration packet (and mailed to other members) were not included this year as only three were returned. He said that he hopes to have something new to announce about the program this fall. So far, eleven academics have participated in the

	<p>program and feedback from them and the companies has been outstanding. An adjunct professorship program has been created as has an insurance executive in residence program.</p>
<p>Executive Director's Report</p>	<p>Jim Fryer reported on the many activities of the office during the year which are culminating with the Annual Meeting. He also reported on his discussions with Blackwell's representatives and the planned smooth transition of membership and subscribers data.</p>
<p>Other Business</p>	<p>Helen Doerpinghaus noted that ARIA annually sponsors an award to an IIA graduate for academic achievement in the designation program. She briefly discussed an e-mail series with a student in which she affirmed that ARIA continues to support all student risk management and insurance organizations. Helen and the Board applauded Phil Stichter, whose Board term is up, for his long and dedicated service to ARIA. The Board also officially passed a motion to formally recognize Phil for his service.</p> <p>The Board then thanked Helen for a very busy and productive year as President.</p>

The meeting was adjourned at 4:28 PM.

**Minutes of the New Member Board of Directors Meeting
Indianapolis, Indiana
Wednesday, August 15, 2001**

Noon to 1:30 PM

The ARIA Annual Board Meeting was called to order by President Pat Brockett at 12:23 PM.

Present	H. Doerpinghaus, P. Brockett, R. Hoyt, M. Browne, J. Carson, L. Cox, D. Lee, S. Weisbart, L. Berger, J. Garven
Absent	none
Other	J. Fryer
Approval of Minutes/Committee Assignments	The Board postponed approval of the minutes of the Annual meeting until they are prepared in the official format. Pat Brockett submitted the list of committee chairs (noting that Diana Lee had agreed to become the newsletter editor). A motion was made, seconded, and passed unanimously to approve the chairs.
Current ARIA Issues: Background for New Members	<ol style="list-style-type: none"> 1) The cost of food at the Annual Meeting was discussed and the Board suggested that we change to two continental breakfasts and one full breakfast at the next meeting. 2) The new contracts with Blackwell and the Institutes were briefly described to the new members. 3) Information was given on what Jim Carson and the web site committee will be discussing with Blackwell. 4) Jim Carson said that the WRIA Board met and they decided they did not want to pursue a discussion of combining journals at this time. 5) Pat Brockett introduced the idea of ARIA having a long-term treasurer. If elected this would take a bylaw change. The position could also be a long-term appointment which would not require a change. 6) The idea of contingency planning for editors would not be an editor-in-waiting position, but would provide good

	<p>risk management should something happen to an editor. The suggestion was made to have the editors meet with associate editors over a breakfast at the Annual meeting.</p>
Joint Meeting with APRIA	<p>The issue of holding a joint meeting with APRIA in 2007 was discussed. They meet the third week in July; ARIA in August. Issues like dates, funding, hotel, financials, program planning, etc. will need to be resolved</p>
Newsletter	<p>Diana Lee solved the problem by graciously agreeing to be the new newsletter editor.</p>
Board Composition and Officer Election	<p>Pat would like the Board to think about adding to the number of directors. Each year (for three in a row) the membership would vote to elect an additional (third) person not just the current one academic and one industry person. This would ultimately increase the Board to nine directors which could make the election of officers more competitive. This would require a bylaw change.</p>
Bylaws Changes	<p>Board Composition – the Board will consider Pat’s proposal</p> <p>Vice-President’ election – noting the membership’s comments at the Business meeting, the Board voted unanimously to drop the proposed bylaw change to allow the VP to run unopposed</p> <p>Method of changing bylaws – the Board voted unanimously to put the proposed change forward in the current bylaw dictated fashion</p>
Other Business	<p>After some brief discussion a motion was made, seconded, and passed unanimously that the Board should develop a travel policy for the Board’s mid-year meeting</p>

The meeting was adjourned at 1:23 PM.