

State of CASE District V Report for 2003-2004

Dear CASE V Colleagues,

As we celebrate our 30th Anniversary, I am please to report in this Annual Report that District V is a healthy, vibrant 30-year-old. The past fiscal year has been one of planning and implementation. In addition to the usual flurry of work of the conference committee, the board of directors has been dedicated to the implementation of the strategic plan. A few of the accomplishments of 2003-2004 include:

- The first CASE District V Awards program, "The Pride of CASE V," is launched, due in a large part to the dedication of Teresa Exline. This program provides a great tool to District V Conference attendees to review the research and development of our colleagues.
- The five-year long range financial plan has come to fruition. Not only have we reached a level of savings necessary to carry us in a catastrophic year, but we are now able to subsidize CASE District V activities with a 5 percent draw from investments in the District Investment Fund. (See financial report on following pages.)
- District V receives bronze Circle of Excellence Award for 2003 Conference promotional materials,
- The CASE District V Web site continues to work at becoming more of a resource for our members.
- An update of the Bylaws included the appointment of the president of the Association of Student Alumni Professionals (ASAP) District 5 to serve on the CASE District V Board.
- To enable more continuity and progress with CASE District V projects, board members-at-large are invited to serve a second two-year term.

On the international level, CASE has had an excellent year as well. Some of the accomplishments highlighted at the Annual Assembly in San Diego include:

- A record number of member institutions (3,082) as of June 30, 2004.
- The CASE Web site, which was launched in November of 2003, had 27 million hits in the first five months.
- National awards were given to CURRENTS magazine for design and Closing Remarks column.
- A record 15,000 books were sold and over 1,500 job advertisements were posted on the CASE Web site.

CASE's President John Lippincott credited the success of CASE, especially during a year characterized by continuing budget constraints of our institutions, to several factors. Three of those factors are quoted here:

- An exceptional cadre of volunteers, who gave untold hours in support of the organization through their work as conference faculty and organizers and as members of our commissions, boards, and adhoc committees.
- A group of visionaries who 30 years ago established an organization whose mission has never been more relevant than it is today.
- A membership that cares deeply about education, about the advancement profession, and about your professional organization.

These words ring true for the work at the District V level. I want to take this opportunity to thank that cadre of volunteers, past and present, within CASE District V. The amount of time and energy contributed to our district is amazing. These efforts not only continue to advance our profession, but ultimately benefit the institutions and the students we serve. Happy 30th anniversary CASE District V! May we continue to flourish in the next 30 years.

Mike Ziemianski
Chair, CASE District V

CASE District V Nominating Committee Report

Slate of Nominees for 2005 CASE District V Board of Directors

Secretary

Cynthia Livingston
Director of Development
College of Agriculture, Food & Environmental Sciences
University of Minnesota (MN)

Director at Large *(one year to fulfill vacant unexpired term)*

Karen MacArthur
Executive Director of Institutional Advancement
Executive Director of Delta College Foundation
Delta College (MI)

Director at Large *(first two-year term)*

Frank C. Glazer
Vice President for Advancement
Francisco University of Stuebenville (OH)

Director at Large *(first two-year term)*

Cheryl Stringer
Regional Director of Volunteer Management
Penn State University (PA)

Director at Large *(second two-year term)*

Keith A. Williams
Executive Director
Michigan State University Alumni Association (MI)

Submitted by members of the Nominating Committee:
Bruce Loessin, Chair
Ralph Amos
Charles A. Dominick

MINUTES:

2003 CASE V ANNUAL MEETING Dec. 14, 2003 Chicago Sheraton Hotel and Towers

District Chair Bruce Loessin called the 2003 Annual Meeting to order and welcomed all conference registrants. He recognized CASE International Board President Kent Rollins, District VII Exchange Representative Gina Webster, and the 2003 CASE V Board of Directors.

The minutes of the 2002 Annual Meeting were approved as presented. The treasurer's report was approved as presented in the annual report.

Chair Loessin presented the report of the 2003 Nominating Committee, which was chaired by Past District Chair Lynn Carver. The slate of candidates presented for election were: Treasurer – Larry Anderson, DePauw University; Director-At-Large for a one-year term – Frank C. Glazer, Francisco University; Director-At-Large for two-year terms – John D. Hobson, Indiana University Alumni Association; Cynthia J. Livingston, Hamline University; and Barbara T. Todd, Illinois State University. There were no nominations from the floor. The slate was approved as presented.

Chair Loessin also recognized the District Leadership for 2004: Chair – Mike Ziemianski, Chair-Elect – Teresa Exline, and Secretary – Karen MacArthur.

Recipients of the CASE V Student Scholarships (Angela Davis, Indiana State University; Jane Schaadt, DePauw University; and Luellen Solomon, University of Minnesota) were recognized. He also introduced the ASAP District V Representatives Jennifer Heisey and Brandis Thorton, both of Ohio University, and recognized the recipients of the CASE V Newcomers Fellowships

Committee on Opportunity and Equity Award Recipient Claranne Perkins of Illinois State University was also introduced.

Mary Kay Karzas presented the CASE V Distinguished Service Award to Dan Heinlen from The Ohio State University Alumni Association.

The meeting was adjourned. Chair Loessin introduced 2003 Conference Chair Brad Quarberg. Following his remarks, he introduced Program Chair Carmela Kranz who, in turn, introduced the keynote speaker, Polly LaBarre.

Respectfully submitted,
Teresa D. Exline, Secretary

TREASURER'S REPORT
Fiscal Year 2003-2004 Annual Meeting
Chicago Sheraton Hotel and Towers • Dec. 12, 2004

CASE V ended the fiscal year in a solid financial position with assets totaling \$528,553.36. The District posted a net gain in assets of \$102,729.67 during the fiscal year. This was due largely to a strong market performance for the District's investments, which grew by \$45,553, and additional revenue generated by a greater number of attendees at the 2003 conference than was budgeted along with a fiscally responsible conference committee.

During 2003-04, District V's portion of the District Investment Fund surpassed the \$250,000 level established in the District's long-range plan, which means a draw of 5 percent will be made in 2004-05. These funds will be used to help keep the registration fees for the 2004 CASE V Conference as low as possible for members and to enhance conference programming.

The Financial Review Committee of the Board of Directors reviews fiscal policy and the District's financial statements throughout the year. I want to express my appreciation to them for their work in addressing issues in 2003-2004.

District V's checking and savings accounts were maintained at Bank One. Short-term investments are in a Stock Yards Bank CD. As a new District treasurer assumes responsibilities in 2004-05, checking and savings accounts are being opened at National City Bank.

The long-term investments are part of a pooled investment fund with other districts and is managed by ONB Investment Services in Evansville, Ind., through the CASE office in Washington, D.C. The investment policy of these funds is determined by the CASE District Chairs Council. CASE in Washington also files all required IRS reports.

The remainder of this page contains the District V Financial Summary and Fund Balances for July 1, 2003 through June 30, 2004. Financial statements for the 2003-04 fiscal year are available for your review, at the Hospitality Desk, throughout the conference.

Respectfully submitted,
 Larry G. Anderson, Treasurer

CASE District V Fund Balance
July 1, 2003-June 30, 2004

ASSETS

Current Assets	
Checking	
Bank One	\$36,373.05
National City	25,000.00
Total Current Assets	\$61,373.05

Other Assets

Investments	
National City Savings	\$50,021.12
Stock Yards Bank CD	\$26,698.19
District Investment Fund	\$390,461.00
Total Other Assets	\$467,180.31

TOTAL ASSETS \$528,553.36

LIABILITIES & EQUITY

Equity	
Opening Balance Equity	\$322,498.33
Retained Earnings	103,325.36
Net Income	102,729.67
Total Equity	\$528,553.36

CASE District V FINANCIAL SUMMARY
July 1, 2003 - June 30, 2004

REVENUE

CONFERENCE RELATED REVENUE

Conference Registration	\$240,770.00
Registration Refunds	(2,270.00)
Pre-Conference Workshops	10,600.00
COE Event	440.00
Special Conference Events	680.00
Sponsorships: budgeted	25,379.94
Sponsorships: unbudgeted	4,120.06
Exhibitors	58,235.00
Consultants	3,000.00
Additional Reps	7,030.00
Web Link	650.00
Program Ads	4,700.00
SUBTOTAL	\$353,335.00

OTHER

Miscellaneous	\$ 214.30
Checking Interest	270.78
Investment Interest	16,814.89
Investment Gains/Losses	28,738.00

TOTAL REVENUE \$399,372.97

EXPENSES

CONFERENCE RELATED EXPENSES

Conference Committee Planning Meetings (includes all travel reimbursement & expenses)	\$31,893.18
Registration	4,851.09
Breaks (catering and entertainment)	43,063.58
Announcements & Programs	11,734.51
Conference Closing Event	14,281.15
Communications Track*	4,293.13
Alumni Track*	6,396.93
Development Track*	1,002.53
Community Colleges Track*	484.00
Independent Schools Track*	228.00
Career Placement	79.48
On-Site Operations (includes all session AV)	35,438.95
Local Hospitality	460.98
Keynote Speakers*	25,599.13
Unbudgeted Conference additions (sponsored)	4,120.06
Newcomers Fellowship	2,536.00
Session Hosts	54.33
COE Event	633.07
Special Conference Events	862.00
Pre-Conferences	2,140.30
Exhibitors/Resource Center	44,767.50
Volunteer Appreciation	1,065.36
Senior Professionals	3,764.81
Credit Card Fees	6,536.27
SUBTOTAL	\$246,286.34

OPERATING EXPENSES

Officer/Board Meetings (includes all travel reimbursement and expenses for scheduled mtgs., strategic planning and hotel negotiations)	\$25,182.08
Miscellaneous Expense	583.49
Financial Review Committee	1,756.13
Professional Liability Insurance	945.00
Event Cancellation Insurance	2,249.87
SUBTOTAL	\$30,716.57

DISTRICT OPERATIONS COMMITTEE

Newsletter	\$13,284.70
Web site	1,459.50
Retirement Recognition	285.01
SUBTOTAL	\$15,029.21

PROFESSIONAL DEVELOPMENT COMMITTEE

Jupiter Fellowships	2,500.00
COE	47.80
SUBTOTAL	\$2,547.80

CASE WASHINGTON RELATED

National Trustee	30.18
CASE DC Travel / Meetings	1,267.30
District Exchange	765.90
SUBTOTAL	\$2,063.38

TOTAL EXPENDITURES \$296,643.30

EXCESS REVENUE OVER EXPENSES \$102,729.67

*Due to Sheraton accounting, track speaker Sheraton rooms are not reflected in these figures