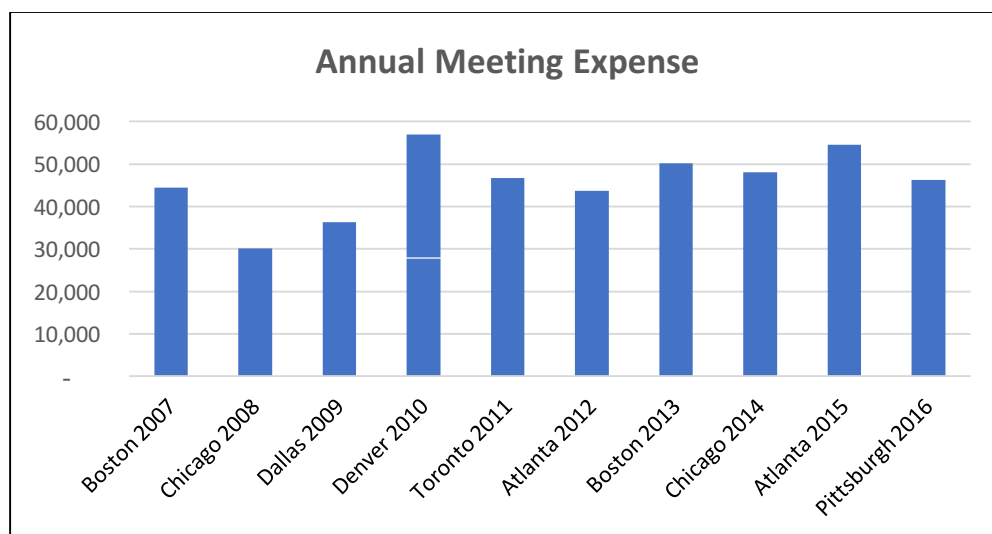
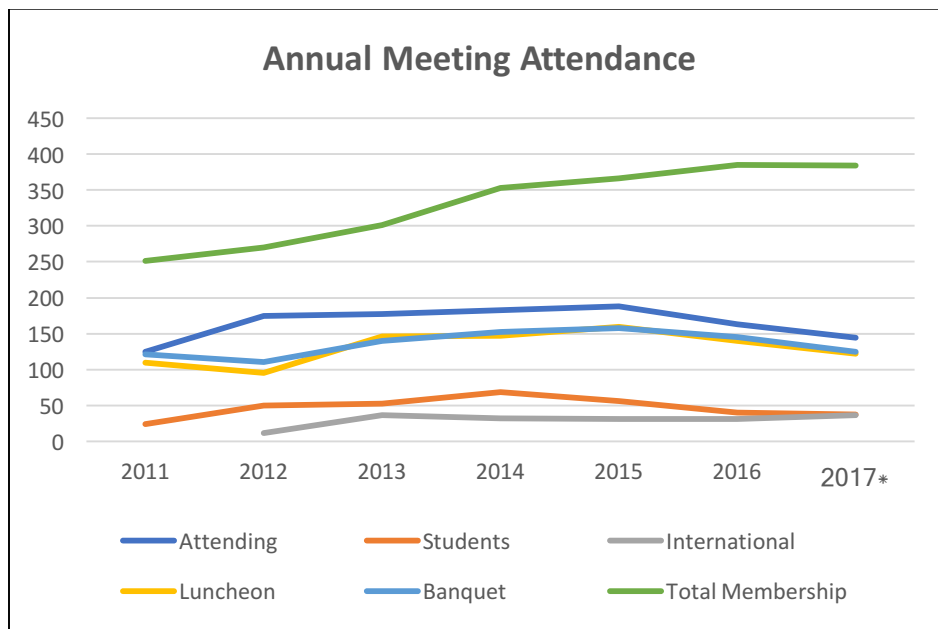


# Executive Secretary Report November 4, 2017

## Annual Meetings



### 2017 St. Louis

Breakout sessions: 25 (+7 posters)

Presenters: 68 (+7)

Cancellations: 6

Criteria for selecting meeting sites: major international airport, low nightly price, transportation from airport, catering prices, restaurant choices, hotel's concessions e.g. free meeting internet.

**2018 - Hyatt Regency, Reston, VA** (quaint downtown, airport shuttle, close to train to DC, \$149/night). <https://reston.regency.hyatt.com/en/hotel/home.html>

**2019 - Holiday Inn Toronto International Airport** (\$139CAD/night)  
<https://www.ihg.com/holidayinn/hotels/us/en/toronto/yyzia/hoteldetail>

## Office Administration, Communication and Finances

### New membership software

Last year we signed a 2-year proposal with Tenseg, our web support company, that includes an additional \$2,000 for A-V negotiations plus travel expenses for the annual meeting. This continues to be but a token fee for technology services, and they consider their work for REA to be service to the community.

Three years ago, Tenseg researched, negotiated purchase of, and implemented our first membership software. That enabled REA to assume responsibility for membership management and finances from Taylor and Francis, which, in turn, has allowed us to provide more responsive and reliable service to our members and more accurate financial data. However, that software has become less adequate as REA has increased its digital services, e.g., online proposal submission, registration, payment, and conference scheduling.

We are considering implementation in 2018 of an integrated membership system that will provide a seamless interface with registration and submissions. This will eliminate duplication and simplify workflow and the member's user experience.

### Horizon Series

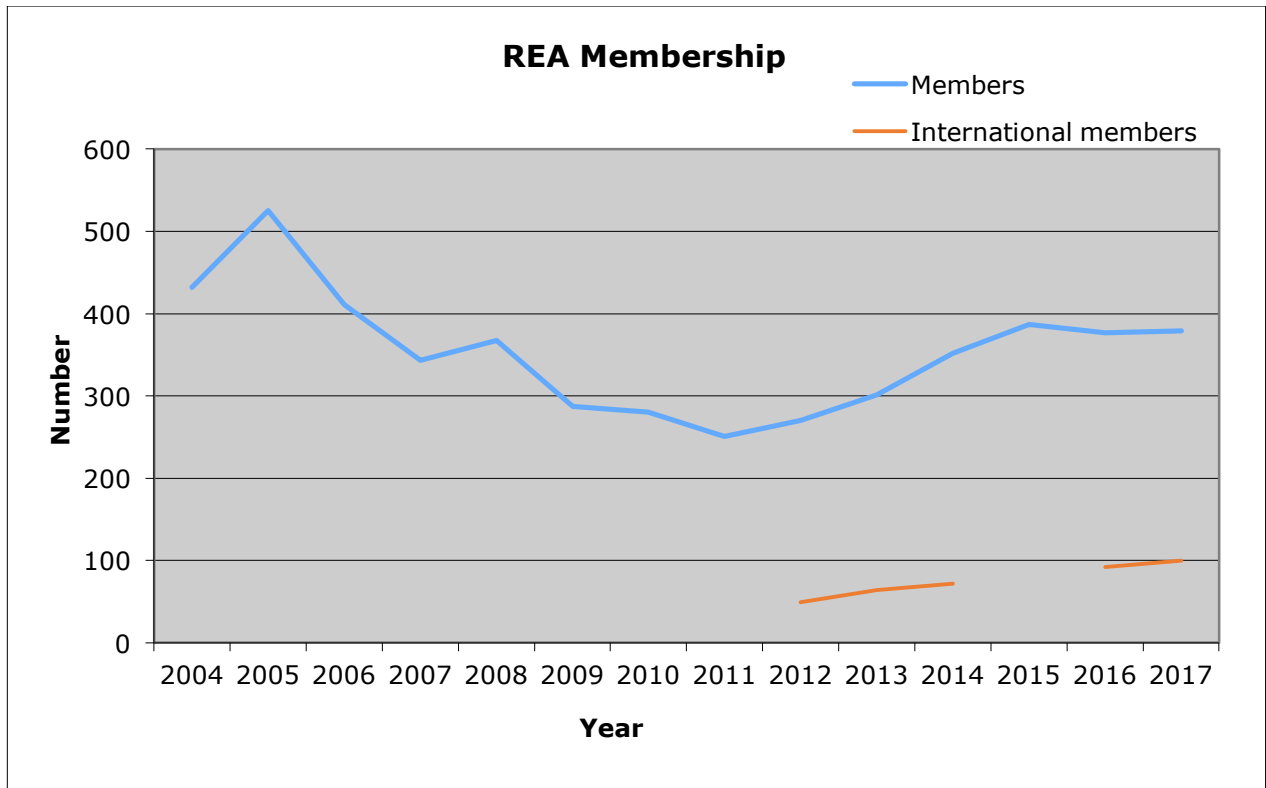
Horizons Financial Report							
Period End	Date Rec'd/Pd	Received			Paid	Total	Notes
		Beyond Borders	Open Minds	Grace of Play			
					(250.00)	(250.00)	Typesetting Kujawa-Holbrook
3/31/14	12/24/14	5.40				5.40	
9/30/14	12/24/14	205.99				205.99	
3/31/15	7/31/15	124.93				124.93	
	9/2/15				(276.00)	(276.00)	Typesetting Tauber
9/30/15	12/28/15	83.72	65.21			148.93	
3/31/16	5/27/16	50.12	36.25	43.20		129.57	
	2/15/16				(258.00)	(258.00)	Typesetting Goto
9/30/16	12/2/16	33.50	14.58	43.22		91.30	
3/31/17	6/6/17	78.37	40.46	54.48		173.31	
	TOTAL	582.03	156.50	140.90	(784.00)	95.43	

**2017 Travel Awards** – 6 submissions out of 22 student presenters (including 3 posters)

### Renewal as an AAR Related Scholarly Organization

Documents filed with the American Academy of Religious resulted in continuance of REA’s association with AAR as an RSO. This status facilitates REA’s participation in the AAR Annual Meeting by providing REA with reduced meeting space cost and inclusion in the Annual Program.

### Membership



### Bylaw revisions

After months and years of discussion and incremental changes, we have submitted major revisions to the 2005 Reorganization Bylaws to the membership for approval. Next, we will elaborate the responsibilities of the various Board positions.