

**Central Missouri Chapter, ARMA Intl.
Board of Directors
Meeting Summary, December 18, 2008**

The ARMA International Central Missouri Chapter Board of Directors met at the Grand Cru restaurant in Columbia, MO prior to the annual Christmas Party.

Attendance: The following board members were in attendance at the meeting: Sue Hilkemeyer (President), Greg Schildmeyer (Vice-President), Sally Hagar (Treasurer), Connie Harper (At-Large), JoAnn Looten (Immediate Past President) and Christina Miller (Secretary). Mary Lou Stegner also attended.

Call to Order: The meeting was called to order by Sue Hilkemeyer, at 4:40 pm.

Approval of Meeting Minutes: Minutes from the November meeting were reviewed. JoAnn noted that the minutes needed to mention the approval of Barb LePage as webmaster. It was also noted that the minutes needed to include the vote to send Greg Schildmeyer to the Midwest/Rocky Mountain Region Leadership Conference next July. The minutes were approved unanimously, pending the above noted changes and some typographical errors.

Treasurers Report: Sally Hagar presented the bank reconciliation for October 2008 (balance of \$7, 928.94), and the report was accepted unanimously. Sally noted that she would be paying the regional fund money owed for our chapter members.

Membership Update : The Board received the list of members via e-mail. Christina and Greg need to be added to the email list.

Old Business

2008-2009 Activity Calendar:

1. January 13th meeting: Kim Inman or staff is confirmed for the presentation on SharePoint. There will be a potluck lunch at MOSER's preceding the presentation.
2. The February 17th meeting at Rose International is confirmed.
3. The topics for the April 16th conference were selected. For the half day on Electronic Records Management the two topics are "Blogs, Wikis, and RSS: A Gentle Introduction to Web 2.0 Technologies" and "Managing Records in the Cloud." For the half day on email the two topics are "Selecting email management technologies" and "Developing an email policy." Connie and Sally will be on the Food Committee. Connie will contact Michael Shellman for a state contact list. Underground Records Management is sponsoring lunch again this year. JoAnn is going to contact IBM, Cintas, and Casey & Associates about sponsoring the conference. Sally and Christina will work the registration table the day of the conference.

4. Kim Inman recommended a tour of the Ozarks Mountain Data Complex in Branson for the May 19th meeting. More details to come.
5. The Annual Awards/ARMA Bucks Banquet will be June 23rd at the Truman Hotel.

New Business

Leadership Conference

A motion was made and passed unanimously that both Greg Schildmeyer and Christina Miller would be sent to the Midwest/Rocky Mountain Region Leadership Conference in Estes Park, Colorado next summer. The Board will apply for a grant to help with the cost of travel, and will pay all expenses not covered by the grant, if awarded. Christina is going to see if SOS will cover any travel expenses.

Thank You Notes

Sue wants to put a policy in to send thank you notes to all speakers and to the facilities hosting any event. JoAnn motioned that the secretary be responsible for sending the notes, Sally seconded, and the motion was passed unanimously.

Adjournment: The board voted unanimously to adjourn at 5:21 pm.

Respectfully submitted,
Christina Miller, Secretary