

**Meeting Minutes of the Central Missouri Chapter
Association of Records Managers and Administrators, Inc.
April 15, 2008**

The Board of Directors of the Central Missouri Chapter of ARMA convened at MFA, Inc. in Columbia following our successful Spring conference with 35 attendees and our guest speaker. The sessions, Records Policy Implosions from the White House to Moscow and Seven Attitudes of a Highly Effective Records and Information Manager, were presented by Marie Allen, CMC, CRM of Virginia. Present for the Board meeting were members JoAnn Looten, Sue Hilkemeyer, Michael Shellman, Sally Hagar, Connie Harper, Carmen Tinker, and Mary Lou Stegner. Todd Gilliom also attended.

Call to Order was made by President, JoAnn Looten, at 4:02 p.m.

Minutes from the March meeting, which had been emailed previously by Mary Lou, were reviewed. Carmen moved the minutes be approved. Sally seconded the motion and the minutes were approved by a voice vote without opposition.

Treasurer's Report for March (balance of \$9,198.92) from Sally was distributed. Carmen explained the \$8.19 check to Godaddy.com was for the transfer fee for our web name. Sally noted she has received an additional \$250.00 to be deposited. Today she paid our speaker, Marie Allen, \$693.50 (speaker's fee and flight cost) and Connie Harper \$38.25 for food items. Outstanding costs for the conference will be paid as presented to Sally. Mary Lou moved the report be approved. Carmen seconded the motion and the report was approved by a voice vote without opposition.

Membership Update –

36 members currently show on our membership roster as emailed earlier by JoAnn.
List of 099s – This list had been emailed earlier by JoAnn.

Web Update – Webmaster, Carmen, reported the transfer to Godaddy.com as our web host had been completed. She was happy to report the site has been updated and is running without any problems. Good job, Carmen!!

Old Business:

Chapter Bylaws Update – We continue waiting on word from ARMA International of the approval of our updated bylaws.

April 15 Spring Conference – SUCCESS! All registrants—35—attended. JoAnn will furnish updated spreadsheets when available and Mary Lou will send Thank You notes to our sponsors.

Chapter Dues Changes – The increase of our chapter dues for the Central Missouri ARMA Chapter to \$25.00 (from \$20.00), as approved at the March 2008 meeting, was submitted to ARMA headquarters.

New Business:

Nominating Committee – Sue announced at the conference today the officers elected to fill vacancies for a two-year period starting July 1 were: President, Carmen Tinker; Vice-President, Sue Hilkemeyer; Secretary, Todd Gilliom; and Board Member at Large, Kent Hoffpauir. Induction will occur at the June 17 meeting in Jefferson City.

Leadership Conference - The Midwest/Rocky Mountain Region Leadership Conference will be held in downtown St. Louis, MO July 10-12 at the Omni Hotel and the registration cost for the conference is \$200 per attendee. Mary Lou moved that at least one person be sponsored at the Leadership Conference by the local chapter with a final decision on the total expense we could cover after learning which member(s) might attend. The motion was seconded by Sally. Todd is interested in attending; Sue will ask Kent Hoffpauir if he would want to go. The motion was approved by a voice vote.

Summer Planning Meetings – The new Board will take office at the June meeting. Details about meetings for the planning of next year's programs, tentatively set for July 15 and August 19, will be determined at a later date.

Chapter Member of the Year – Sue will send an email soon soliciting nominations for the Chapter Member of the Year. Voting will then be done via emails and the results disclosed at the June 17 meeting.

May meeting – JoAnn asked for ideas for the May 20 meeting. Suggestions for tours included Department of Revenue, MO PSC, and DESE. JoAnn will immediately get to work to finalize a meeting from these suggestions (hopefully) and inform the membership.

CONGRATULATIONS were extended to JoAnn Looten because of her passing the final test required to acquire her CRM designation. Way to go, JoAnn!

Adjournment occurred at 4:40 p.m. with a motion from Carmen followed by a second from Michael and approval by a voice vote.

Respectfully submitted,
Mary Lou Stegner, Secretary