

**Meeting Minutes of the Central Missouri Chapter
Association of Records Managers and Administrators, Inc.
October 16, 2007**

The Board of Directors of the Central Missouri Chapter of ARMA convened at Pizza Hut following a very informative tour of the Criminal Records Division of the Missouri Highway Patrol Headquarters arranged by Sue Hilkemeyer. Present for the Board meeting were members JoAnn Looten, Michael Shellman, Sue Hilkemeyer, Connie Harper, Carmen Tinker, and Mary Lou Stegner.

Call to Order was made by President, JoAnn Looten, at 3:50 p.m.

Minutes from the September meeting had been emailed by Mary Lou and paper copies were distributed by JoAnn. After review, Sue moved the minutes be approved. Michael seconded the motion and the minutes were approved by a vote of raised hands without opposition.

Treasurer's Report for September (balance of \$5,183.82) from Sally was distributed by JoAnn. {Sally was at a conference and unable to be present.} Carmen moved the report be approved. Connie seconded the motion and the report was approved by a voice vote without opposition.

Membership Update –

33 members remain on our current membership roster.

List of 099s – Anita Snethern from this list has been sent information on becoming a member of the local chapter.

Web Update – Webmaster, Carmen, is ready for articles to publish on the site. JoAnn may have a source (from Smead) to provide white papers which we can publish and will give Carmen the needed information when she receives it.

Old Business:

Chapter Archives – Connie will take them to John Larkin Friday, October 19, for storage.

Chapter Bylaws – Tabled until next month.

Summer Planning –

April 15 Spring Conference – There were reports from those attending ARMA International of possible presenters for our conference. Joann will email Craig Kelso and Willie Jones to follow up on their leads for speakers and ask them to bring that information to the November meeting for final decision. The following will be contacted about possible sponsorship: EBE (Carmen), InfoLinks (Michael), Smead (JoAnn), and URM (Mary Lou).

June Meeting/ARMA Bucks Auction – Michael will review with Craig the concerns he expressed about Madison's from previous meetings. Mary Lou reported there was a rental charge of \$200 for a banquet room at the Three One Nine Grill eliminating that as an alternative. The Eagle's was mentioned as a possible alternative for this year's celebration. That will be determined after Michael reports his findings from Craig.

December – meeting is scheduled for December 11 at Jack's Gourmet Restaurant in Columbia. Connie will bring a menu to the next meeting so that selections can be made. We anticipate the cost will be \$20.00 per person.

New Business: None

Adjournment occurred at 4:30 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