

**Central Missouri Chapter, ARMA Intl.  
Board of Directors  
Meeting Summary, March 17, 2009**

The ARMA International Central Missouri Chapter Board of Directors met at Boone County National Bank in Columbia, after the presentation "From Concept to Reality: Records Management the SMART Way" from Craig Kelso.

**Attendance:** The following board members were in attendance at the meeting: Sue Hilkemeyer (President), Greg Schildmeyer (Vice-President), Connie Harper (At-Large), Kent Hoffpauir (At-Large), and Christina Miller (Secretary).

**Call to Order:** The meeting was called to order by Sue Hilkemeyer, at 3:45 pm.

**Approval of Meeting Minutes:** Minutes from the February meeting were reviewed. It was noted that the year in the Treasurer's report section needed to be changed to 2009. Connie moved to approve the minutes with the change and Kent seconded. The minutes were approved unanimously.

**Treasurers Report:** Sue presented the bank reconciliation for January 2009 (balance of \$7,983.49) for Sally Hager. Christina moved that the report should be approved and Connie seconded. The Treasurer's report was accepted unanimously.

**Website Update:** We had no information from JoAnn or Barb about the website transition.

**Old Business**

**2008-2009 Activity Calendar:**

1. Sue is checking with Jesse Wilkins for any last minute details for the April 16<sup>th</sup> Spring Conference at MOSERS.
2. The May 19<sup>th</sup> Tour of the Ozarks Mountain Data Complex is on. Kent's work will pay \$300 towards the lunch at Joe's Crab Shack. Connie made a motion that the board cover any meal expenses over the \$300. Christina seconded. The motion was approved unanimously.
3. The Annual Awards/ARMA Bucks Banquet will be June 23<sup>rd</sup> at the Truman Hotel.
4. The Regional Leadership Conference will be July 13-14<sup>th</sup> in Estes Park, Colorado. Christina and Greg need to book flights.

**New Business**

1. It is time to start looking for new officers. JoAnn usually sends out the email. We need to ask JoAnn what positions are up for election this year. Sue is willing to finish out the second year of this term as President but would happily

give it up, if holding a new election won't mess with the election cycle and someone is willing to do it.

2. ARMA has issued an Online ARMA Leadership Training Challenge. There are 11 modules in the online training course. If our chapter has the higher percentage of board members complete the training in our district we can get a free registration to the regional leadership conference. We highly encourage all board members to complete the training modules.
3. The Chapter Visit Report needs to be filled out. JoAnn, as Regional Director officially visits each chapter and reports to the Region Manager. We will ask JoAnn about what she has to fill out and what the board needs to fill out.
4. It is time to call for nominations for Chapter Member of the Year.

**Adjournment:** Greg made a motion to adjourn. Kent seconded. The motion was approved unanimously at 4:26 p.m.

Respectfully submitted,  
Christina Miller, Secretary