

## Minutes for August 18, 2009 - Central Missouri Chapter of ARMA

Those present: Sue Hilkemeyer, JoAnn Looten CRM, Greg Schildmeyer CRM, Sally Hager, and Kent Hoffpauir.

The board meeting (via teleconference) was called to order at 2:03 p.m. by the president, Sue Hilkemeyer. Sue asked for volunteers to take minutes since Christine was unable to attend and JoAnn volunteered to take minutes today.

Kent made a motion to accept the meeting minutes that Christina sent out earlier this month. The minutes were approved with a few minor typographical corrections that were sent to Christine earlier. Greg seconded the approval and the minutes were approved.

Sally presented the July treasurer's report and stated that we had a beginning balance of \$10,303.76 and had an ending balance of \$10,338.50. There are still a few outstanding checks that need to clear. JoAnn made a motion to approve the treasurer's report. Kent seconded the motion and the report was approved.

There was no website report, but Sue mentioned that she forgot to invite Barb Lepage to this meeting but will do so in the future. Everyone reviewed the photo gallery and was very pleased with Barb's work.

There was no old business to discuss.

The new business focused on the educational calendar for the chapter year. The calendar was edited as listed below:

Date	Title	Location
Tuesday, Sept. 15, 2009 (JoAnn Looten, CRM)	Managing Risk in Records Management by Robin Gibson – Board meeting to follow	At 2:00 p.m. at MOSERS, 907 Wildwood Drive, Jefferson City, MO 65109
October 15-18, 2009	54 <sup>th</sup> Annual Conference and Expo	Orlando World Center Marriott
Tuesday, Oct. 20, 2009 (Christina Miller)	Presentation of e-school by Sharon Miller	Boone County National Bank, 720 E. Broadway St, Columbia, MO
Tuesday, Nov. 17, 2009 (Sue Hilkemeyer)	Carry in Lunch and Records Information and Management by Richard Smith, CRM; - Board meeting to follow	Boone County National Bank, 720 E. Broadway St, Columbia, MO
Tuesday, Dec. 15, 2009 (Connie Harper)	Holiday Party - Board Meeting at 4:30 p.m. followed by happy hour, presentations and dinner	Grand Cru - Columbia, MO
Tuesday, Jan. 19, 2010 (JoAnn, Craig, and Greg)	CRM Presentation by JoAnn Looten, CRM, Greg Schildmeyer, CRM and Craig	At 2:00 p.m. at MOSERS, 907 Wildwood Drive, Jefferson City, MO 65109

	Kelso, CRM - Board meeting to follow	
Tuesday Feb. 16, 2010 (Greg Schildmeyer, CRM)	Developing a Records Retention Schedule by Greg Schildmeyer, CRM – board meeting to follow	At 2:00 p.m. at MCHCP at 832 Weathered Rock Court, Jefferson City, MO 65101
Tuesday, Mar. 16, 2010 (JoAnn Looten)	Huber and Associates?	Possibly at Huber and Associates in Jefferson City
Tuesday, Apr. 20, 2010	Spring Conference	We need to review the speaker list on the ARMA international web site
Tuesday, May 18, 2010 (Greg Schildmeyer, CRM)	Kansas City/St. Louis Chapter Joint Meeting	
Tuesday, June 15, 2010 (JoAnn Looten, CRM)	Board Meeting prior to meeting; Awards/ARMA Bucks Banquet	Truman Hotel, Jefferson City, MO

Greg made motion to adjourn at 2:37 p.m. followed by Sally's second. The meeting was adjourned.

Respectfully submitted,

JoAnn Looten, CRM and Past President