

**Central Missouri Chapter, ARMA Intl.  
Board of Directors  
Meeting Summary, June 16, 2009**

The ARMA International Central Missouri Chapter Board of Directors met at the Truman Hotel prior to the Annual Awards/ARMA Bucks Banquet.

**Attendance:** The following board members were in attendance at the meeting: Sue Hilkemeyer (President), Greg Schildmeyer (Vice-President), Connie Harper (Director), JoAnn Looten (Immediate Past President), Kent Hoffpauir (Director), Christina Miller (Secretary) and Barb LePage (Webmaster).

**Call to Order:** The meeting was called to order by Sue Hilkemeyer, at 4:30 pm.

**Approval of Meeting Minutes:** Minutes from the May meeting were reviewed. Greg noted that the word “at” should not be in the first sentence and that Barb LePage’s last name should be added to the website update. It was also noted that the changes made to last month’s meeting minutes were not noted and should be added. Connie moved to approve the minutes with the noted changes and Greg seconded. The minutes were approved unanimously.

**Treasurers Report:** Sue presented the bank reconciliation for April 2009 (balance of \$10,510.53) on behalf of Sally Hager. JoAnn moved that the report should be approved and Greg seconded. The Treasurer’s report was accepted unanimously.

**Website Update:** Barb has put up the photo gallery on the website. Christina made a motion that the chapter purchase a thumb drive to be used by the webmaster for maintain the website. Kent seconded. The motion was accepted unanimously.

**Old Business**

1. **2008-2009 Activity Calendar:**
  - a. Regional Conference July 13<sup>th</sup> – 14<sup>th</sup>
2. Chapter Member of the Year: JoAnn received a great response this year. She had about 20 votes. The winner will be announced at the banquet tonight.
3. May Luncheon – Chapter Contribution of expenses over \$300: the next time the chapter does something along these lines we will need to be a little more specific about limitations for meals and expenses so people don’t go overboard.

**New Business**

1. Regional Conference report: the Board looked over the presentation one last time to make sure nothing was missing and to discuss what Christina and Greg should present at the Conference. It was decided that they would present on the highlight of the year, the lowlight, and the spring conference. The highlight of

the year was the Callaway meeting, and the lowlight was losing the President and the Secretary, along with the scrapbooks, pins, etc...

2. By-Law changes: We would like to change when officers are elected in the by-laws so that on even years the President, Vice President and 1 At-Large member are elected and on odd years the Secretary, Treasurer, and one At-Large member are elected. The chapter will vote on this at the Annual Awards/ARMA Bucks Banquet tonight.
3. July 21<sup>st</sup> and August 18<sup>th</sup> Planning Meetings: The July meeting is going to be held by conference call
4. JoAnn is going to follow up with the two chapter members whose memberships are expiring this month.
5. Tonight's activities at the Annual Awards/ARMA Bucks Banquet will include the Installation of Officers, Chapter Member of the Year and By-Law Changes.

**Adjournment:** Connie made a motion to adjourn. Christina seconded. The motion was approved unanimously at 5:09 p.m.

Respectfully submitted,  
Christina Miller, Secretary

**Central Missouri Chapter, ARMA Intl.  
Chapter Meeting  
Meeting Summary, June 16, 2009**

The Central Missouri Chapter of ARMA, Intl. met at the Truman Hotel for the Annual Awards/ARMA Bucks Banquet. At 6 pm, prior to the banquet, the following Chapter business was done.

**By-Laws:** The Board of Directors is proposing to amend the bylaws as follows in red:

**SECTION 2. QUALIFICATION AND TERMS**

- A. All Officers and Directors shall be members in good standing.
- B. The officers shall be elected for two (2) year terms or until their successors take office commencing on July 1 and ending June 30 of the second year. The president and vice president are to be elected in even numbered years. The treasurer and secretary are to be elected in odd numbered years. No elected officer shall be eligible to serve for more than two consecutive terms in the same office.
- C. Directors shall hold office for two (2) years, commencing on July 1 from the date of their installation at the annual business meeting, or until their successors take office. One director is to be elected in even numbered years and one director is to be elected in odd numbered years.
- D. An officer who has served for more than half a term shall be considered to have served a full term.

Craig Kelso moved to approve the proposed changes and Mary Lou Stegner seconded. The motion was approved unanimously. The changes will now be sent to ARMA, Intl. for approval.

**Installation of New Officers:** Connie Harper was sworn in as a Director.

**Chapter Member of the Year:** This years Chapter member of the Year is Sue Hilkemeyer (President). Congratulations Sue and thank you for all your hard work.