

**Central Missouri Chapter, ARMA Intl.
Board of Directors
Meeting Summary, September 15, 2009**

The ARMA International Central Missouri Chapter Board of Directors met at MOSERS following a presentation by Robin Gibson.

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 3:30 pm.

Approval of Meeting Minutes: Minutes from the August meeting were reviewed. Greg moved to approve the minutes and Kent seconded. The minutes were approved unanimously.

Treasurers Report: Sue presented the bank reconciliation for June 2009 (balance of \$9,077.24) on behalf of Sally Hager. JoAnn moved that the report should be approved and Connie seconded. The Treasurer's report was accepted unanimously.

Website Update: Barb received an email from LinkStar asking if we would allow them to advertise on the website. We aren't sure what type of company they are. Barb is going to respond back stating that at this time we are not pursuing website sponsors but she will let them know we are interested in sponsorships for our spring seminar. She is also going to ask for more information from the vendor.

Barb is going to update the website to reflect a change in dates for the December meeting, since Connie has reserved Grand Cru for Monday December 7.

Old Business:

October meeting: Christina will be gone so she is going to send the presenter contact information to Sue.

November meeting: The meeting is going to start at noon with the Presentation at 1 pm. The presentation is going to be preceded by a Thanksgiving themed potluck lunch. Connie is going to bring the turkey, gravy, and dressing. Christina is going to bring mashed potatoes. Sue is going to bring the rolls. Ken is going to bring a dessert. Everyone else should bring a side dish.

December meeting: Holiday Party

January meeting: CRM presentation. Craig can't present at 2 pm, so we are going to move the meeting to 11 am, and have an optional lunch and board meeting to follow, location to be determined later (possibly Ria's).

February meeting: Presentation by Greg.

March meeting: Presentation will be at Huber & Associates.

Spring Seminar (April meeting): hoping for potential speakers from ARMA International.

May meeting: Haven't heard from Karen at NARA Kansas City.

New Business:

Sue wants to use Christina's HR Records Presentation as a backup meeting presentation.

Per Tom Killiam, ARMA International is changing the rules for Treasurer's report policies. Bank statements need to be attached to Treasurer's statement. Two signatures are needed on each check, and two people need to have online access to all accounts. More information will follow.

Sue received ARMA International Raffle Tickets and is going to send out an email to see if chapter members would like to purchase some. Prizes include a Wii, Blackberry, and a free Registration to the 2010 ARMA International.

Adjournment: Kent made a motion to adjourn. Christina seconded. The motion was approved unanimously at 4:10 p.m.

Respectfully submitted,
Christina Miller, Secretary