

Central Missouri Chapter, ARMA International
Board of Directors
Meeting Summary, December 18, 2012

The Central Missouri Chapter, ARMA International Board of Directors met at Madison's in Jefferson City, Missouri before the ARMA Holiday Party

Attendance: Those attending included board Members Jana Taylor, Connie Harper, Kent Hoffpauir, Sally Hager and Cynthia Morris. Also in attendance was guest Joann Looten.

Call to Order: The meeting was called to order at 4:53 p.m. by the president, Jana Taylor.

Approval of Meeting Minutes: The minutes from the November meeting were reviewed. Sally moved to approve the minutes and Kent seconded, and all were in favor.

Treasurer's Report: Connie presented the November bank reconciliations. The ending balance was \$13,165.89. Cynthia made a motion to approve the report, Sally seconded and all were in favor.

Website Update: it was noted that Jana would email Barb to update web with the January board meeting conference call. It was also noted that we need to add dates along with a little more information when updating events on the web page.

Old Business:

1. January Conference call: Jana to schedule and send email

New Business:

1. Spring Seminar – Speakers
 - David Steward – 2 hours Records Mgmt
 - Joe Winter – Disaster Restoration
 - ? Willy Jones?

Adjournment: Kent made a motion to adjourn. Connie seconded and the meeting was adjourned at 5:20 p.m.