



ARMA COLUMBUS CHAPTER BOARD MEETING MINUTES

DATE: September 18, 2007

LOCATION: Gahanna Municipal Court

ATTENDEES: Cathy Stanley, Yvonne Harris, Sheila Campbell, Jim Fielden, Melissa Roach, Mike Purington, Mike Johnson, Robert Eudy, Dan Noonan

BOARD MEMBERS NOT IN ATTENDANCE: Board members not in attendance: Dean Ingram, Kathy Clark

Mike P. called the meeting to order at 4:10 p.m. because Cathy Stanley was still considered inactive due to personal issues.

OPENING REMARKS BY CATHY STANLEY:

1. Discussed how important it is for each member to perform their respective duties as assigned. It is up to the person to solicit assistance from other board members as needed.
2. Dean Ingram has communicated to Cathy that he may need to step down as VP due to personal reasons. Since this is a 3-year commitment, Cathy will speak with Dean in order to get a better understanding on the need for a replacement. At this time, there are no meetings and/or speakers lined up for the coming year.
3. Jim Fielden, Web Administrator, has introduced Dan Noonan to the board as a potential candidate for the web administrator position. Since the board has different positions that are open, it is the belief that Jim will step down as Web Administrator and fill an open position. Pending further information from Dean concerning the V.P. position the board has asked Jim if he would be interested in being a Co-VP, and Jim has agreed.

SECRETARY REPORT:

1. Meeting minutes for 2006 has not been recovered. Cathy Stanley has tried to call 2006 Records Secretary several times to no avail. At this time, the lack of the meeting minutes will be noted in this months meeting.
2. Discussed the need for the two secretary roles to be combined into one. The board voted to make the change effective immediately.

TREASURER REPORT:

1. Bob did not have the reports on him during the meeting.
2. There was a second account opened at Huntington Bank with a deposit of \$100. The signature cards for this account have been completed.

CHAIRMAN OF THE BOARD:

1. Mike P. discussed the new Education Fund. This fund will assist ARMA members who do not get reimbursement and cannot afford to attend meetings/training.
2. Mike also discussed the CRM training that the directors would like to bring to Columbus. As of now, there are only a few CRM's that are willing to assist with these trainings. Therefore, more assistance will be needed depending on the class size.
3. Mike discussed the Chapter Library that Mike Brandt has been working to put together. There will be more information to follow.

MARKETING REPORT:

1. This is a vacant position, however, Cathy Stanley has been in contact with someone who may be interested. Cathy will know more at the next meeting.

BOARD ELECTION OF REPLACEMENT OFFICERS:

1. Yvonne Harris made a motion to accept Jim Fielden as Co-Vice President and Dan Noonan as Website Administrator, Melissa Roach seconded, Motion pass all in favor.

MEETING ADJOURNED: Cathy made a motion to adjourn the meeting, Yvonne seconded the motion, meeting adjourned at 4:32 pm.

Respectfully submitted
Sheila Campbell, Secretary