



ARMA COLUMBUS CHAPTER BOARD MEETING MINUTES

DATE: 16 APRIL 2009

LOCATION: SERS BUILDING

ATTENDEES:

BOARD MEMBERS:					
Chairman of the Board	Cathy Stanley	X	President	Jim Fielden	X
Vice President	Kathy Clark	X	Treasurer	Robert Eudy	X
Secretary	Sheila Campbell	X	Director-Seminar	Martin Susec	X
Director-Membership	Yvonne Harris		Director-Newsletter	Melissa Roach	
Director-Web Site	Dan Noonan	X	Director-Marketing	Linda McCormick	
Director-Community Services	Debbie Gantt	X			
OTHERS:					
Mike Purrington					

MEETING CALLED TO ORDER: 2:50PM BY JIM FIELDEN

OPENING REMARKS BY: Jim received good feedback regarding last months meeting.

PROGRAMMING REPORT:

- Discussed the limitations of PayPal for the April meeting due to the seminar. Discussed the option to allow the April meeting to be free. It could also correspond with RIM month as well.
- Started to schedule meetings for the 2009-2010 seasons.
- Discussed the possible locations for the June meeting along with the needed budget.

Dan made a motion to spend \$500 on a location and food for no more than 30 people. Bob seconded the motion. All in favor, motion passed.

TREASURER'S REPORT:

- Distributed March report. Ending balance is \$20,932.20
- Jim will check charges from Ohio Historical Society to ensure that billing was correct.

Dan made a motion to accept the March report. Marty seconded the motion. All in favor, motion passed.

MEMBERSHIP DIRECTOR'S REPORT:

Kathy sent Yvonne a listing of the member from the database whose e-mails are "bouncing."

NEWSLETTER REPORT:

- Any articles need to be submitted today.

COMMUNITY SERVICE REPORT:

- On 4-25-09 there are two community shred events with Fireproof. Debbie tried to contact Fireproof and they are not responding. We would like to put these events on our website.
- The team discussed having our own shred event and to contact smaller shred companies to partner with.

WEB SITE REPORT:

- Dan discussed how he would like to be the person that post items to the website. Because of formatting and location, it is easier for maintenance.
- Existing banners will come down after June 30th.
- ARMA International will help chapters with website.
- Discussed selling ads on the website.
 - Would that profit need to go toward the educational fund?
 - We need to develop a fee structure.

Education Report:

- Marty has been talking with companies to take the Mock Trial on the road. The video would be utilized for this process.
 - Proceeds would go to the educational fund
 - Are there any copyright restrictions or ownership of the video?

Seminar Report:

- Roger, Kathy, Mike P., Marty all on the subcommittee
- Bag stuffing party on 5-26-09 at 4:30. We are still waiting on needed items.
- There was some concern that members are not getting email updates.
- The CLE credits are still pending. However, we are expecting 6 hours.
- Sponsorships so far are Fireproof and Open text. Still waiting on communication from other vendors.
- Discussed multiple sites of other organizations that we can post the seminar announcements. Also, Marty was to make sure that Melissa got the meeting announcement posted to the newsletter.

Mike P. made a motion to take the speakers of the seminar out to dinner on 5-26-09 along with the subcommittee members and Board President not to exceed \$400. Kathy seconded the motion. All in favor, motion passed.

Marketing Report:

No report.

Secretary Report:

- Meeting minutes for January 2009 was e-mail to the board.

Cathy made a motion to accept the board meeting minutes with corrections as noted. Dan seconded the motion. All in favor, motion passed.

Library Report:

No Report.

General Business:

- Elections: discussed what offices will expire. All Director Positions are for 2 years. Everything else is for 1 year but cannot exceed 3 consecutive years per the Bylaws. The board will need to vote to put someone on the ballot if they have served more than 3 years. Where does the education position belong?
- A draft of the by-laws was distributed for all to review.
- Bob will check on the availability of SERS for the 2009-2010 year.

MEETING ADJOURNED:

Jim motioned to adjourn the meeting, Dan seconded. All in favor, motion passed. Meeting adjourned at 2:30 pm.

Respectfully submitted
Sheila Campbell, Secretary