



ARMA COLUMBUS CHAPTER BOARD MEETING MINUTES

DATE: 8 MAY 2012

LOCATION: CONFERENCE CALL

ATTENDEES:

BOARD MEMBERS:					
Chairman of the Board	Roger Hansen		President	Debbie Gantt	X
Vice President	Deb Voronkov		Treasurer	Kevin Gartrell	X
Secretary	Sheila Campbell	X	Director-Seminar	Janice Redman	X
Director-Membership	Mandy Porcher		Director-Newsletter	Vacant	
Director-Web Site	Dan Noonan	X	Director-Marketing	Adam Dombeck	X
Director-Community Services	Cynthia Hansen				
OTHERS:					

AGENDA ITEMS

Meeting was called to order by Debbie G. at 10:12 am.

Review/Approve Meeting Minutes:

Deferred to next month.

Review/Approve Treasurer's Report:

Kevin reviewed April Treasurer's Report. There were no changes.

Date	Type	Payee/Description	Debit/Credit	Amount	Starting Balance
					\$16,351.85
4/16/2012		ASSOC of Records MO escrow		40.00	16,391.85
	Deposit	4090 Membership Dues	Credit (+)		
4/17/2012	1402	American Interstate		540.76	15,851.09
	Check	6351 Travel Bus Ride to Dayton	Debit (-)		
4/18/2012		Huntington Bank		10.00	15,841.09
	Check	1031 Bank Service Charge Prior Month	Debit (-)		
4/23/2012		PayPal Transfer		1,876.04	17,717.13
	Deposit	6339 Spring Seminar Conference/ April Meeting	Credit (+)		
4/23/2012		Monthly Meeting Income		170.00	17,887.13
	Deposit	4080 Monthly Meetings	Credit (+)		
4/27/2012	1403	The Ohio Supreme Court		125.00	17,762.13
	Check	6270 Legal & Professional Fees	Debit (-)		
4/30/2012		PayPal Transfer		1,444.10	19,206.23
	Deposit	6339 Spring Seminar Conference	Credit (+)		
		Huntington Bank			
4/30/2012		1031 Bank Service Charge	Debit (-)	13.82	\$19,192.41
Ending Balance					

Sheila made a motion to approve April financial reports as submitted. Jane seconded the motion. All in favor, motion passed.

We also discussed the need to change the maximum amount a board member can spend prior to getting approval from the board. It was discussed that we would increase this to \$100. This will go out to the board in a poll along with the chapter by law changes.

Education: - No report.

Membership Director: - No report.

Community Service: - No report.

Website: - No report.

Seminar:

The board discussed and decided to change the Unsung Hero award to the Member of the Year award going forward. It was also understood that this must be someone that is not currently on the board.

Kevin made a motion to accept this change in award title. Dan seconded the motion. All in favor, motion passed.

The board discussed and agreed that since Ashland donates the room for the seminar, Ashland should get sponsorship level.

Cintas donated bags for the seminar. Current sponsors are: Ashland, Cintas, Fireproof, and Shred It.

Marketing: - No report.

Open Topics:

Dan motioned to adjourn the meeting at 10:56am. Sheila seconded the motion. All in favor, motion passed and meeting adjourned.

NEXT MEETING

The next meeting will be scheduled as a conference call to finish out the year. Date and time TBD.