

**ARMA Greater Columbus Ohio Chapter Board Meeting – April 16, 2015  
Honda East Liberty**

**Attendance**

1.	Marty Susec, Chairperson of the Board	X	6.	Camille Habayeb Director - Seminar		11.	Allison Stransky Director – Community Service	X
2.	Brian Hannan, President	X	7.	Roger Hansen Director - Membership				
3.	Kim Perdew, President Elect	X	8.	Deb Voronkov, Director - Education				
4.	Kevin Gartrell, Treasurer	X	9.	Jeremy Graham, Director - Web Site	X			
5.	Sheila Campbell, Secretary	X	10.	Debbie Gantt, Director - Marketing	X			

**Agenda Items**

**Secretary:**

Reviewed January and February meeting minutes. Change to be included is to note that there was not a December Board Meeting and the date on the February minutes. Brian is going to send the March meeting minutes to Sheila for formatting.

*Kim made a motion to approve the minutes with addition. Kevin seconded the motion. All in favor, motion passed.*

**Treasurer:**

Kevin is looking into US Bank to serve our banking needs because they offer it at no cost. Reviewing to ensure that they can connect to PayPal. It was also discussed to hold funds into PayPal for several days after the seminar in case we need to refund any registration fees.

The current report from March was reviewed and discussed.

*Deb G made a motion to approve the treasurer report as written. Kim seconded the motion. All in favor, motion passed.*

**Marketing:**

Need to send a gift card to Mark Baker for March because of his posts.

**Web site:**

Still need photos of board members and small bios. Also, need articles that is records related to help build history of the new site.

**Membership:**

Board discussed who is getting the report from International. We want to ensure that the Board is reaching out to the new members for that personal touch and to members who do not renew.

New members: 1

**Education:**

No Report

**Seminar:**

We need to send out an e-mail about the seminar registration and elections. Seminar was approved for 6 CLE's. OSBA is paying us \$50 per person. Speaker invite was sent. Ordering tumblers and portfolios. Discussed the catering: box lunches with fruit trays and yogurt for breaks. Last year sponsors have been contacted.

**Community Service:**

The board discussed doing a shred day in the fall.

**Misc.**

Elections: Need to mention the open positions during the meetings and seminar: Seminar Director, Director of Community Service, Director of Marketing, Secretary, and Treasurer.

Kim is making plans for the end of year dinner. Marty is taking responsibility for getting the awards.

Leadership Conference is \$150 per person this year. Kim sent out the information.

*Deb V made a motion to adjourn the meeting at 2:13 pm. Deb G seconded the motion. All in favor, motion passed.*

**Action Items**

Assigned to	Item	Due by

**Next Meeting**

5-21-15 Seminar