

**ARMA Greater Columbus Ohio Chapter Board Meeting – January 21, 2016  
Emerson Network**

**Attendance**

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

**Agenda Items**

Meeting called to order at 12:50 by Kim.

**Secretary:**

**Treasurer:**

Treasurer's report was presented.

*Deb V made a motion to approve report as presented. Marty second. All in favor, motion passed.*

**Marketing:**

Discussed the possibility of a chapter quarterly newsletter, which might include the ARMA event calendar.

**Web site:**

No update.

**Membership:**

Discussed ideas to increase membership due to recent loss in members. Roger suggested having a free breakfast or lunch seminar entitled Records 101 to have in the fall for records beginners and/or reaching out to imaging groups or schools with library science programs to appeal to students. This might have the potential to be an annual or bi-annual event to bring in new members. In addition, some of the more seasoned records members could present to the beginners.

**Education:**

The February meeting will take place at Cardinal Health and the presentation will be about computer security and social media.

The mock trial has been moved to April and will be held at Bricker and Eckler.

**Seminar:**

Marty updated the board about the spring seminar. The theme will be based on the Records Management Governance Model and he plans to have four presenters, each speaking for 1 1/2 hours. Marty has reached out to a list of past speakers to see if they are interested in presenting and have availability. Marty would like to start a committee to plan the aspects of the seminar over four dinners to discuss plans with the presenters and committee members; this cost would be no more than \$150 per dinner.

*Roger made a motion to have the committee meet for four dinners not to exceed \$150. Kim seconded the motion. All in favor, motion passed.*

Deb V and Roger Hansen agreed to serve on a committee to promote the seminar.

*Roger made a motion to start a committee to promote the seminar. Marty seconded the motion. All in favor, motion passed.*

**Community Service:**

No update

**Misc.**

Initial discussion of the meeting was the unexpected departure of Allyson and the need for an interim Vice President, who would then move into the President's role beginning in the fall. There was discussion as to who has board experience and would be a good fit. Marty agreed to be interim VP with the expectation that he will then move into the President's role. Arlene Swanson agreed to run for Vice President beginning in the fall and other board members assured Arlene they could help with meeting locations if necessary.

*Deb V made a motion for Marty to become VP for the remainder of Allyson's term. Roger Hansen seconded the motion. All in favor, motion passed.*

The topic of new polo shirts for Board Members at the seminar was discussed and whether money should be spent on purchasing new shirts or just have the board members wear matching outfits to identify themselves at the spring seminar. Kim will investigate the cost for button down shirts and will discuss at the February meeting. Marty suggested Kim look into options for under \$50 per person.

*Jeremy made a motion to adjourn the meeting at 1:50 pm. Arlene seconded the motion. All in favor, motion passed.*

**Action Items**

Assigned to	Item	Due by

**Next Meeting**

February 18, 2016