

Central Missouri Chapter, ARMA International
Board of Directors
Meeting Summary, October 19, 2010

The Central Missouri Chapter, ARMA International Board of Directors met at Public School Retirement Systems following monthly chapter meeting.

Attendance: The following board members were in attendance at the meeting: Greg Schildmeyer (Vice President), Connie Harper (Treasurer), Jackie Wagner and Jana Taylor (Directors), and Sue Hilkemeyer (Past President). JoAnn Looten (Region Manager) was also in attendance.

Call to Order: The meeting was called to order by Sue Hilkemeyer at 2:15 p.m.

Approval of Meeting Minutes: Minutes from the September meeting were reviewed. Jackie moved to approve the minutes and Jana seconded. The minutes were approved unanimously.

Treasurer's Report: Connie presented the bank reconciliations for August and September 2010 with September's ending balance of \$10,074.74 per bank statement. Greg moved to approve the reports and Jackie seconded. The reports were accepted unanimously.

Website Update: Barb has done an excellent job on the website but as members we need to contact Barb with any updates. Greg will send a copy of his presentation today to be placed on the website.

Old Business:

Records Retention Schedule: The board discussed an email sent by Christine Miller and was in agreement that she had brought up some very good comments. The board decided to table the finalization of the Operations Manual till the January board meeting. This will allow more time for the board members to review it and the board extends a welcome for all members to attend this finalization meeting.

JoAnn Looten was selling raffle tickets for the ARMA International Educational Foundation for \$5.00 per ticket for a Kindle, a Blackberry or Free Registration for the Washington, DC Annual Conference. Kindle & Blackberry to be given away at the 2010 Conference and the drawing for the free registration is in May, 2011.

New Business:

The November meeting will be held at the Boone County National Bank in Columbia, MO with a carry in dinner. Turkey, Dressing & Gravy will be sponsored by the Chapter. JoAnn will send out an email to all members to compose a list of what the members will be bringing to the luncheon.

The December Christmas meeting will be held at Madison's Café in Jefferson City, MO on December 14th.

Adjournment: ? made a motion to adjourn. ? seconded. The motion was approved unanimously at 2:40 p.m.

Respectfully submitted,
Connie Harper