



Central Missouri Chapter, ARMA International
Board of Directors Meeting Minutes

November 16, 2021

The Central Missouri Chapter of ARMA International Board of Directors met via Zoom at 11:00 a.m

Attendance: Those attending the board meeting included Board members: JoAnn Looten, Lori Grothoff, Jan Kinard, Linda Karl, Cindy Hartman, Kent Hoffpaur and Casey Lawrence. Ray Kinard and Joe Jungmeyer also attended the meeting.

Call to Order: JoAnn Looten called the meeting to order at 11:02 a.m.

Approval of Meeting Minutes: The October 19, 2021 meeting minutes were approved. Kent made the motion to approve and Cindy seconded, all were in favor.

Treasurer's Report: Linda presented the treasurer's report for October 19, 2021 through November 16, 2021. The current balance is \$10,378.95. Lori made a motion to approve the report with Cindy seconding the motion, all were in favor. The transfer of account to Linda from Joe still needs to be done at the Secretary of State's office.

Website Update: JoAnn will provide Ray with updates for the website.

Old Business:

- We still need an updated photo of the Board Members for the Chapter website.
- The Operations Manual Review Committee met in June. The revisions to the manual are still in progress.

New Business:

- The Calendar of Events for 2021-2022 was discussed.
- JoAnn led a discussion on future Board member retirements. We need to be cultivating and inviting coworkers to attend our ARMA meetings.
- We will not meet in December.
- We will have a Board of Directors meeting via Zoom on January 18, 2022 with a presentation to be determined at a later date.

Adjournment: Jan made a motion to adjourn and Linda seconded. The meeting adjourned at 11:36 a.m.

Submitted by Jan Kinard, Secretary