



Central Missouri Chapter, ARMA International
Board of Directors Meeting Minutes
August 14, 2018

The Central Missouri Chapter of ARMA International Board of Directors conducted their monthly planning meeting at Ria's Restaurant in Jefferson City.

Attendance: Those attending the meeting included Board Members: JoAnn Looten, Ray and Jan Kinard, Cindy Hartman, and Pati Pelaccio. Lisa Brock also attended the meeting.

Call to Order: JoAnn Looten called the meeting to order at 12:27 p.m.

Approval of Meeting Minutes: The July 17, 2018 meeting minutes were approved. Pati made the motion to approve and Cindy seconded, all were in favor.

Treasurer's Report: Joe emailed the report for July 17, 2018 through August 14, 2018. The current balance is \$9,716.03. JoAnn's name is now on the bank account. The 990 form was submitted prior to July 31, 2018. Ray made a motion to approve the report and Pati seconded, all were in favor.

Website Update: JoAnn renewed the Web Domain for 5 years. Ray will update the website with the 2018-2019 Calendar of Events once finalized. JoAnn will review the Chapter's Facebook page.

Old Business:

- JoAnn gave an update on the leadership conference she attended July 27-28, 2018 in Columbus, Ohio.
- The records transfers to new officers will be complete after JoAnn gives her records to Jan today.

New Business:

- ARMA headquarters will send a monthly announcement to the Chapter President's for sharing with members. This month's announcement is for members to log into the ARMA website and update their contact information.
- Chapter Connections are sent the last Friday of each month. JoAnn encouraged everyone to log on and read these articles.
- A Chapter Connection Demo is available to help navigate through the webpage on these dates: 8/17/2018, 8/28/2018 or 9/12/2018.
- The 2018-2019 Chapter Calendar of Events was finalized.
- The September 11, 2018 meeting will take place at Shelter Insurance in Columbia with the Board meeting starting at 11:00 a.m., lunch at 11:30 and a guided tour of the Shelter Gardens at 12:30 p.m.

Adjournment: Cindy made a motion to adjourn and Pati seconded. All were in favor and the meeting was adjourned at 1:06 p.m.

Submitted by Jan Kinard, Secretary