



Central Missouri Chapter, ARMA International Board of Directors Meeting Minutes

February 21, 2023

The Central Missouri Chapter of ARMA International Board of Directors met following a tour of Shelter Insurance's new records facility in Columbia. The tour was given by Lisa Brock and Cindy Hartman. There were 18 people in attendance.

Attendance: Those attending the board meeting included Board members: Lori Grothoff, Joe Jungmeyer, Jan Kinard, Linda Karl and JoAnn Looten. Ray Kinard, Lisa Brock, Cindy Hartman, Pam Couch, Grant Haarman, Jessica Helmka, Brandy Tunmire, Christa Hinkle, Charles Creed, Todd Christine, Allison Overschmidt, and Joseph Hite also attended the meeting.

Call to Order: Lori Grothoff called the meeting to order at 12:23 p.m.

Approval of Meeting Minutes: The January 17, 2023 meeting minutes were approved. JoAnn made the motion to approve and Linda seconded, all were in favor.

Treasurer's Report: Linda presented the treasurer's report for December 31, 2022 through January 31, 2023. The current balance is \$10,321.66. Jan made a motion to approve the report and Joe seconded, all were in favor.

Website Update: Ray gave an update on the website.

Old Business:

- The bank signature changes are in the process. Lori will meet with Linda in the near future.
- The April 18, 2023 Board of Directors meeting will follow a tour of Iron Mountain and the University of Missouri Records Center.
- We will have a Board of Directors meeting on May 16, 2023 following a presentation to be determined.
- The June 20, 2023 meeting will be the ARMA Bucks/ Officer Election meeting. Ray and Jan volunteered to set up this meeting.
- Lori led a discussion on the upcoming Chapter's Board of Directors election. The Treasurer, Secretary and one of the Director at Large offices are up for re-election. The President of the Chapter appoints a 2-person nominating committee. The nominations are done in March and the election follows in April. JoAnn and Ray will serve on the nominating committee.

New Business:

- The March 21, 2023 Board of Directors meeting will be virtual following a presentation "100 Years of Service: How the Port of Corpus Christi is Updating its Outdated Records Retention Practices" by Dynessa Nordstrum.

Adjournment: JoAnn made a motion to adjourn and Joe seconded. The meeting adjourned at 12:46 p.m.

Submitted by Jan Kinard, Secretary