

**Central Missouri Chapter of
ARMA International Board Meeting**

January 16, 2024

- **Meeting called to order** at: 11:11 am by President, Lori Grothoff
- **Attendance** – Lori Grothoff, JoAnn Looten, Christa Hinkle, Joe, Jungmeyer, Jessica Helmka Jeni Crummey, Mary Riley, and Cindy Hartman.
- **Minutes from Last Meeting** – Motion to approve by Joe Jungmeyer, seconded by JoAnn Looten. Minutes approved.
- **Treasurer’s Report** - Motion to approve by JoAnn Looten, seconded by Jeni Crummey. Treasurer’s Report approved.
- **Website Report** – sent via e-mail. Great that we have more traffic on the website.
 - **Facebook** – Jessica Helmka has added the ARMA events to the chapter page and would like to make sure we have members following the page for a better audience and for posts to appear to more people. It costs \$5.00 to market an event on Facebook if we choose to do that in the future. The group wants ARMA pictures added to page and a post of the obituary for Will Masters (2000-2002 president).
- **Old Business**
 - **Operations Manual/Bylaws Update** – JoAnn Looten said the manual and bylaws were approved by ARMA International. However, we also need to send the bylaws to ARMA chapter members, which need to be approved by majority (this will be done via e-mail). Lori Grothoff will provide a list of members/non-members to Jessica Helmka (for upcoming meeting and to invite to the ARMA page if not already following) and to JoAnn Looten for sending out the bylaws.
 - **Calendar for 2023-2024**
 - **Regular Meetings Updates**
 - April (Brandy Tunmire)
 - May (Brandy Tunmire)
 - Ray Kinard has agreed to be our auctioneer for the ARMA Bucks Auction and Ray and Jan Kinard will both plan to attend that meeting.
- **New Business**
 - **Email group cleanup** – Lori Grothoff will send an e-mail to non-active people on the distribution list asking if they would like to be removed – will remove if they do not respond within 30 days.
 - **Upcoming Board Elections:** President (Lori Grothoff), Vice President (Brandy Tunmire), Director (Jeni Crummey). Jeni Crummey is willing to serve as Director for another 2 years. Lori Grothoff is not willing to be President for 2 more years, as she plans to retire and would like to step back from some tasks. Brandy Tunmire is not in attendance today to speak on her role. JoAnn Looten checked the bylaws regarding Chapter Presidency, and the President needs to select a nominating committee of at least 2 members in good standing. We have to offer a slate of potential officers by the March meeting.
 - **Other new business** – Cindy Hartman’s last day in the office is 3/8/24 (retirement lunch) – she will be in touch regarding potential dates for a retirement lunch.
 - **Thinking Ahead**
 - **Spring Seminar-Mania** – asked if we would be interested in attending the Nebraska monthly meetings – they are interactive and fun. Milwaukee was asking if we would be interested in joining the hosting coordination to jump in the rotation of their seminar mania. Do we have the resources to do this? We need a member to check into this to see if we have the capacity to host with our small group size and limited resources. Lori Grothoff would also like to make our meetings more fun and interactive after seeing theirs. They play games at each meeting, which would need to be done after presentations

– Jeopardy, Price is Right, Let’s Make a Deal, icebreakers, Bingo, etc.). Lori Grothoff will organize some thoughts on this and send information on this.

- **Next meeting: (Virtual) Tuesday, February 20, 2024, at 11:00am:** “Data Privacy, Data Breaches and Cybersecurity by Tim Myers, IT Operations Manager at MEM. Jessica Helmka will send out e-mail to ask for questions for Tim to address and will also send the meeting invitation.
- Christa Hinkle and Jeni Crummey mentioned we need to ensure other members are aware of retirement luncheon for Cindy Hartman.
- Motion to adjourn by Jessica Helmka, seconded by Jeni Crummey.
- Adjournment at 11:41 am.