



Central Missouri Chapter, ARMA International Board of Directors Meeting Minutes

January 17, 2023

The Central Missouri Chapter of ARMA International Board of Directors met via Teams following the presentation “What’s New and What’s Coming for Records Management in Microsoft” by Erika Toelle; Senior Product Marketing Manager for Microsoft. There were 33 people in attendance.

Attendance: Those attending the board meeting included Board members: Lori Grothoff, Joe Jungmeyer, Jan Kinard, Linda Karl, JoAnn Looten and Jeni Crummey. Cindy Hartman, Pam Couch and Sarah Buchanan also attended the meeting.

Call to Order: Lori Grothoff called the meeting to order at 11:39 a.m.

Approval of Meeting Minutes: The September 20, 2022 meeting minutes submitted by JoAnn were approved. JoAnn made the motion to approve and Jeni seconded, all were in favor.

Treasurer’s Report: Linda presented the treasurer’s report for September 1, 2022 through December 30, 2022. The current balance is \$10,321.66. Jan made a motion to approve the report and JoAnn seconded, all were in favor.

Website Update: There was no website update.

Old Business:

- The bank signature changes are in the process. Lori will meet with Linda in the near future.
- The February 21, 2023 Board of Directors meeting will be at Shelter Insurance in Columbia following a tour of the new records facility.
- JoAnn will contact Dynessa Nordstrum about doing a presentation for the March 2023 meeting.
- The April 2023 meeting may consist of a tour of the UM Records Center and Iron Mountain. JoAnn and Joe will let us know.
- Kent will get back with JoAnn in regards to the May 2023 meeting.
- The June 2023 meeting will be the ARMA Bucks/ Officer Election meeting. We will need a volunteer to set up this meeting.

New Business:

- 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. Volunteers are needed for the nominating committee.

Adjournment: Jan made a motion to adjourn and Linda seconded. The meeting adjourned at 12:00 p.m.

Submitted by Jan Kinard, Secretary