



Central Missouri Chapter, ARMA International
Board of Directors Meeting Minutes
July 16, 2018

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

Attendance: Those attending the meeting included Board Members: JoAnn Looten, Ray and Jan Kinard, Cindy Hartman, Pati Pelaccio and Kent Hoffpaur. Others attending the board meeting included Lisa Brock and Kimberly Rose.

Call to Order: JoAnn Looten called the meeting to order at 12:39 p.m.

Approval of Meeting Minutes: The June 2018 meeting minutes (corrected) were approved. Pati made the motion to approve and Kent seconded, all were in favor.

Treasurer's Report: Joe emailed the report for June 14, 2018 through July 16, 2018. The current balance is \$10,328.22. Kent gave his credit card to JoAnn for shredding. JoAnn and Joe are still working on getting JoAnn's name on the bank account. The 990 form has been completed with confirmation.

Website Update: Ray will update the home page, calendar of events and ARMA Bucks page after this meeting.

Old Business:

- Kent sent the Chapter report to the Region Leader.
- JoAnn swore in Jan as the chapter secretary.

New Business:

- Kent gave the president's records to JoAnn.
- Lisa will give her records to Cindy.
- JoAnn will give her records to Jan at the next meeting.
- Jan will take over the ARMA Bucks tabulations.
- JoAnn will keep the chapter records in her office for now.
- Meeting dates were discussed for the next Chapter Year and to be finalized at the August meeting.
- The August 14, 2018 board planning meeting will be held at Ria's in Jefferson City at 11:30 a.m.

Adjournment: Ray made a motion to adjourn and Cindy seconded. All were in favor and the meeting was adjourned at 1:18 p.m.

Submitted by Jan Kinard, Secretary