



Central Missouri Chapter, ARMA International Board of Directors Meeting Minutes

July 20, 2021

The Central Missouri Chapter of ARMA International Board of Directors conducted their monthly planning meeting at Hu Hot Mongolian Grill in Columbia. Linda Karl was sworn in as the new Chapter Treasurer and Jan Kinard as Chapter Secretary.

Attendance: Those attending the board meeting included Board members: Lori Grothoff, Joe Jungmeyer, Linda Karl and Jan Kinard. Ray Kinard also attended the meeting.

Call to Order: Vice President Lori Grothoff called the meeting to order at 11:38 a.m.

Approval of Meeting Minutes: The June 15, 2021 meeting minutes were approved. Lori made the motion to approve and Linda seconded, all were in favor.

Treasurer's Report: Joe presented the treasurer's report for June 16, 2021 through July 20, 2021. The current balance is \$10,278.95. Jan made a motion to approve the report with Linda seconding the motion, all were in favor. The IRS 990 Form was filed. The transfer of account owners from Joe to Linda needs to be taken care of at the bank and the Secretary of State's office.

Old Business:

- The Operations Manual Review Committee met in June. The revisions to the manual are still in progress.
- The signed minutes from this meeting will be needed with Jan's signature for the bank transfer to Linda from Joe.

New Business:

- Lori led a discussion on who attended the leadership conference and if anyone will be attending the InfoCon 2021 in Houston. The attendees will get ARMA bucks credit.
- JoAnn submitted the Chapter Report for the Annual Leadership Conference.
- The Calendar of Events for 2021-2022 was discussed.
- Lori led a discussion on sending out member surveys on virtual and in person meetings.
- Lori led a discussion on future Board member retirements.
- The August education planning meeting will be held on August 17, 2021 at Veit's Grill in Jefferson City.

Adjournment: Jan made a motion to adjourn and Joe seconded. The meeting adjourned at 12:30 p.m.

Submitted by Jan Kinard, Secretary