



Central Missouri Chapter, ARMA International Board of Directors Meeting Minutes

March 15, 2022

The Central Missouri Chapter of ARMA International Board of Directors met via Zoom meeting following the presentation “The Inside Scoop! How to Become a Certified Records Manager or Certified Records Analyst” presented by Caroline Walters, CRM, Brian Starck, CRM, and JoAnn Looten, CRM. There were 53 people in attendance.

Attendance: Those attending the board meeting included Board members: JoAnn Looten, Jan Kinard, Cindy Hartman, and Linda Karl. Ray Kinard, Lisa Brock and Jennifer Crummy also attended the meeting.

Call to Order: JoAnn Looten called the meeting to order at 12:15 p.m.

Approval of Meeting Minutes: The February 15, 2022 meeting minutes were approved. Cindy made the motion to approve and Linda seconded, all were in favor.

Treasurer’s Report: Linda gave the treasurer’s report. The current balance is \$10,082.43. Jan made a motion to approve the report with Cindy seconding the motion, all were in favor.

Website Update: Ray gave an update on the website.

Old Business:

- The Operations Manual Review Committee met last June. The revisions to the manual are still in progress.

New Business:

- JoAnn led a discussion on the 2021-2022 Chapter Calendar of Events. We will have a Board of Directors meeting via Zoom on April 19, 2022. The nominating committee will present a slate of officers followed by an email election. The President, Vice President and one of the Director at Large offices are up for re-election.
- JoAnn led a discussion on the Region Leadership Conference July 11-12, 2022 in Omaha, Nebraska. The Region is covering registration cost of 3 attendees from each chapter. Jan made a motion for the Chapter to reimburse our attendees for the hotel cost for the conference and Cindy seconded, all were in favor.

Adjournment: Jan made a motion to adjourn and Linda seconded. The meeting adjourned at 12:32 p.m.

Submitted by Jan Kinard, Secretary