



Central Missouri Chapter of ARMA International

Board Meeting Agenda

October 15, 2024

- Meeting called to order at: 2:41 pm
- **Attendance:** Jessica Helmka, Brandy Tunmire, Lori Grothoff, Linda Karl, Christa Hinkle, Jeni Crummey, JoAnn Looten, Joe Jungmeyer
- **Approval of Minutes from Last Meeting - Approved**
 - Motion: Joe Jungmeyer
 - Second: Linda Karl
- **Treasurer's Report – 1 deposit - Approved**
 - Motion: Lori Grothoff
 - Second: Jeni Crummey
- **Website Report**
 - Jessica Helmka sent out the website statistics, not much new to report. Everything has been updated as usual. The event registration on the website is working well.
- **Old Business**
 - GroupMe testing – Brandy tested, discussed with JoAnn
 - CA/CRM credits – CA – Brandy Tunmire looked into these credits, and participants could receive 1 credit as long as it is an educational credit. CRM - Jeni Crummey believes a lot of information needs to be submitted in advance for attendees to have qualifying credits. JoAnn Looten says requirements have changed, and now any meeting that is 45 min.-1 hr. long does not require this information but must be records-related education. JoAnn Looten will share find out about tour eligibility and specifics and share the information with others.
 - Date in December to review the Chapter's archives at the State Historical Society – We will schedule this at the next meeting.
- **New Business**
 - November webinar & future meeting invites. Using ARMA's Zoom? Brandy Tunmire found that ARMA has a Zoom that we can use for the webinars.
 - June 2025 Board Member Term Expirations
 - ♣ Director at Large (Christa Hinkle)
 - ♣ Treasurer (Joe Jungmeyer)
 - ♣ Secretary (Jessica Helmka)
 - **Next meeting:** Tuesday, November 19 at 11:00 AM
 - ♣ Location: Virtual – Jessica Helmka will ensure JoAnn Looten receives registration e-mails, and JoAnn Looten will send out the December invitation to attendees.
- Meeting adjournment at: 3:01 pm.
 - ♣ Motion: Jessica Helmka
 - ♣ Second: Jeni Crummey