

**Central Missouri Chapter of  
ARMA International Board Meeting**

February 20, 2024

- **Meeting called to order** at: 11:39 am by President, Lori Grothoff
- **Attendance for today:** Lori Grothoff, Brandy Tunmire, Christa Hinkle, Cindy Hartman, Jeni Crummey, Jessica Helmka, Joe Jungmeyer, Pam Couch, Terra Linder
- **Approval of Minutes from Last Meeting** – Jeni Crummey motioned to approve. Christa Hinkle and Joe Jungmeyer seconded the motion. All in favor. No opposition. January minutes are approved.
- **Treasurer’s Report** – 1 deposit for membership. Jessica Helmka motioned to approve. Christa Hinkle and Jeni Crummey seconded the motion. All in favor. No opposition. Treasurer’s Report approved.
- **Web Report**
  - **Website** – Jessica Helmka will look into registration for meetings and events via the website per Lori Grothoff request. The website now has board member terms on the Board Info page for easier tracking of terms and has also been linked to the Facebook page. Information has been kept up to date.
  - **Facebook** – Jessica Helmka asked the Board members to follow the page to increase following.
  - **LinkedIn Account** – Board agrees that a LinkedIn account would be appropriate for this group since it is a professional organization. Lori Grothoff asked for motion to create an account for our chapter. Joe Jungmeyer made a motion to approve the creation of a LinkedIn account, Jeni Crummey seconded the motion. All in favor. No opposition. The motion for creation of a chapter LinkedIn account has been approved.
- **Old Business**
  - **Operations Manual/Bylaws Reminder:** JoAnn Looten sent this e-mail on 1/31/24, voting on this will occur at the 3/19/24 meeting.
  - **Nominations Committee Report:** Upcoming Board Elections to Replace the Following Outgoing Officers: President (Lori Grothoff), Vice President (Brandy Tunmire), Director (Jeni Crummey). More information to come.
  - **Calendar for 2023-2024**
    - **Regular Meetings Update**
      - **April** (Brandy Tunmire) – April meeting is confirmed. Lori Grothoff will update the calendar and send out.
      - **May** (Brandy Tunmire) – Awaiting confirmation.
      - **June** (ARMA Bucks/Installation of Officers) – Lori Grothoff is waiting to hear back from Jan and Ray Kinard regarding the meeting location and their availability to attend.
  - **Other Old business** – Cindy Hartman’s retirement luncheon – Cindy Hartman is available from February 26<sup>th</sup>-March 7<sup>th</sup> for a lunch. Lori Grothoff will send an e-mail to see what date works for everyone who would like to attend.
- **New Business**
  - **Spring Seminar-Mania** – Lori Grothoff said the plan is to attend some of these meetings before committing to be involved.
  - **Email group cleanup** – Lori Grothoff sent an updated e-mail listing. JoAnn Looten, Lori Grothoff, and Jessica Helmka have assisted with the cleanup. If anyone else has input, please let Lori Grothoff know, and she will reach out to those individuals about whether they would like to be removed from the email group. We can have vendors on the list (IMS Secure and Iron Mountain).
  - **Thinking Ahead**

- **CAC (Chapter Advisory Committee)** – Lori Grothoff attended one of these and it consisted mainly of ideas for including business partners (anyone who is interested in the topic of our chapter for a business purpose). Some vendors will pay to be members to the chapter. Lori Grothoff does not think we should charge for membership unless we have more expenses on our budget. The Nebraska Spring Seminar is offered in-person and virtually. Lori Grothoff attended virtually last year, and it cost around \$150. Kansas City may also have seminars we would be interested in. Jeni Crummey has been a member of the Kansas chapter for 20+ years, since she used to live in Topeka, but has not attended their seminar for about 15 years because it was expensive and a couple of days long, but may have changed since Covid, so it may be worth looking into again. They do have great speakers on their agendas and interesting topics. St. Louis may be another option.
- **Next meeting:** IMS Technology and Shredding Tour – Presented by Brock Fuemmeler 47520 E. Liberty St. Mexico, MO. Lunch is self-pay at The Oaks 1801 E. Liberty St. Mexico, MO. Lori Grothoff will send the meeting invitation.
- Motion to close meeting made by Joe Jungmeyer. Jeni Crummey seconded the motion to adjourn. All in favor. No opposition. Motion to adjourn approved. The **meeting adjourned** at 12:09 pm.