

Nebraska Chapter, ARMA, Inc.
BOARD MINUTES
January 18, 2006

Present:

Jerry Petersen, President
Cynthia Hume, Vice-President
Bill Ptacek, Treasurer
Jacque Hornung, Secretary
Donna Haberstich, Immediate Past President
Cheri Adams, Library/Archivist
Cathy Danahy, Webmaster
Ron York, Director of Programs
Scott Swanson, Membership Director
Anissa Rasmussen, Public Relations Director

Absent:

None.

CALL TO ORDER:

Meeting called to order by Jerry Petersen.

MINUTES:

Donna Haberstich motioned to waive the reading of the December 21, 2005, Board Meeting Minutes and approve. Scott Swanson seconded the motion. Motion carried.

TREASURER'S REPORT:

Bill Ptacek distributed the Treasurer's Report. The Board had discussion regarding the Treasurer's Report.

In regards to the Spring Seminar budget, Bill Ptacek noted that he has been receiving checks from vendors and the approximate projected profit is \$8,600.00 plus.

Cathy Danahy motioned for approval of the Treasurer's Report with no corrections. Ron York seconded the motion. Motion carried.

There was discussion about the speaker's fee donation and fru fru distributions from the December 21, 2005 monthly program.

Donna Haberstich motioned for the \$300.00 speaker's fee, per Hugh Smith's request, be donated to Charlie Brown's Kids in the amount of \$150.00 and to Nebraska Boston Terrier Rescue in the amount of \$150.00. Scott Swanson seconded the motion. Motion carried.

SEMINAR UPDATE

Cynthia Hume gave a vendor update to the Board. There are fourteen (14) confirmed exhibitors.

Focus for the next month will be on door prizes and gift bags.

The next Committee Meeting is scheduled for 10:15 a.m. on February 15, 2006.

WEBSITE UPDATE

Cathy Danahy reported on the meeting Jerry Petersen and she had with Xtreme Technologies earlier in January 2006 to discuss changes to the current website. The biggest change will be so that it is easier to navigate the website. Cathy Danahy also reported on the new ARMA logo website placement issues.

LEADERSHIP CONFERENCE REPORT

Scott Swanson reported that he would meet with Julie Adams of Embassy Suites in February.

Scott Swanson reported that he has sent the checklist for the Conference to the Committee members.

The next issues to be worked on are gifts for attendees and a speaker to speak on "How to Give a Presentation."

MEMBERSHIP REPORT AND INCENTIVES

Scott Swanson reported on problems with ARMA Headquarters reports.

Scott Swanson gave the membership report as he knows it to be to Jerry Petersen.

Discussion was had by the board regarding ARMA Headquarters' membership and 99 reports.

CONFERENCE CALL DONE BY ARMA HEADQUARTERS ON REPORTS

Discussion was had about the conference call, who participated, and comments. Jerry Petersen and Cathy Danahy participated on the call and felt that it was not very worthwhile.

2006 CHAPTER SURVEY

Discussion was had about the 2006 Chapter Survey. In regards to Question #6, change to "2006-2007." Discussion was had about possible venue locations. There should be a "blank" for members to type in other venue locations.

Any other suggestions are to be emailed to Jerry Petersen.

FEBRUARY MEETING PLANNING REVIEW

Ron York reported on issues and details regarding the February meeting. Ron York will take care of any outstanding issues.

Cheri Adams reported that she is in the process of re-confirming travel details with Bill Neale. Otherwise, there are no outstanding speaker coordination/issues for the February meeting.

OTHER BUSINESS:

Jerry Petersen informed the Board that he would not be able to attend the March 2006 training meeting and that we will need someone to do final coordination with the Speaker. Cathy Danahy mentioned that Joanna Blackburn is planning on doing some activities with the Speaker so maybe she could do some of the coordination for us. Jerry Petersen said he would check into it.

Bill Ptacek motioned to adjourn the meeting. Donna Haberstich seconded the motion. Motion carried.

ADJOURNMENT:

Meeting adjourned.

Jerry Petersen, President

Jacque Hornung, Secretary