

Nebraska Chapter, ARMA, Inc.
Chapter Meeting Minutes
Scott Conference Center, Omaha, Nebraska
February 17, 2010

Present:

Mark Graves, President
Scott Swanson, Vice President
Ron York, Immediate Past President
Jacque Hornung, Treasurer
Cathy Danahy, Secretary
Mary Ott, Membership Director
Cori Brock, Program Director
Ane McBride, Library/Archivist
Bill Lang, Webmaster
Rachelle Mathes, Public Relations Director

The meeting was called to order by Mark Graves.

Approval of the January 20, 2010 Board Minutes

Mark Graves asked for approval of the minutes. Hearing no descent, the minutes were approved and entered into the record.

January, 2010 Treasurer's Reports & Chapter Budget Status Report

Jacque Hornung gave the Treasurer Reports and Chapter Budget Status Report.

Library

Ane McBride reported the purchase of the following books to add to the Chapter library:

- *Using DoD 5015.02-STD Outside the Federal Government Sector*
- *Metadata: A Basic Tutorial for Records Managers*
- *Lawyer's Guide to Records Management and Retention*
- *Evaluating and Mitigating Records and Information Risks*
- *Website Records Management*
- *Records and Information Management for Information Technology Professionals*

Membership

Mary Ott reported there are currently 94 members. She reported 3 new members (Bernie Klein, TD Ameritrade; Robert O'Connor, Kiewit Corporation; and Robert Williams, Continuum Worldwide). She reported 1 non-renewing member (Ryan McGahan, IBM) and 12 prospective members (reported at January, 2010 meeting) she will contact.

Spring Seminar Update

Scott Swanson reported 14 sponsors and 5 exhibitors are confirmed for the seminar in April.

Public Relations

Rachelle Mathes said the Spring Seminar information will be sent as a reminder to members only on 2/18/2010. All potential attendees will receive a reminder email on 03/08/2010 and 03/15/2010.

Programs: March Meeting

Cathy Danahy will be the Host. The venue is the Champion's Club in Lincoln, NE. The speaker is Rick Shaw (Awareity) and will charge no expenses. He will receive a gift card. A/V needs will be confirmed.

Unfinished Business: Bill Lang is continuing to make updates to the website. He reported 387 unique visitors visited the website accessing 3,075 pages. Ane McBride suggested the Chapter History be updated.

Mid-year assessment: Mark Graves discussed the survey he prepared for the Chapter Membership. The survey will go out on February 22, 2010 to the membership.

New Business: Mary Ott distributed a list of members who have attended 0-1 Chapter meeting since the program year began in September, 2009. Rachele discussed options for sending an "ARMA misses you email" to these members.

Adjournment

Mark Graves adjourned the meeting.

Mark Graves, President _____

Cathy Danahy, Secretary _____