

Nebraska Chapter, ARMA, Inc.
Chapter Meeting Minutes
May 13, 2009

Present:

Ron York, President
Jerry Petersen, Immediate Past President
Mark Graves, Vice President
Mary Ott, Program Director
Cathy Danahy, Secretary
Jacque Hornung, Treasurer
Scott Swanson, Membership Director
Cheri Adams, Library/Archivist
Rachelle Mathes, Public Relations Director

Absent:

Bill Lang, Webmaster

The meeting was called to order by President Ron York.

Approval of the March 18, 2009 Board Minutes

The minutes were approved by unanimous approval.

Mark Graves requested the addition of the vote taken for new Board Officers be recorded in the May 13, 2009 minutes. Jerry Petersen and Cheri Adams (ARMA Chapter Nominating Committee, presented the slate of officers for vote. By unanimous vote, the results are: Mark Graves, President, Scott Swanson, Vice President, Ron York, Immediate Past President, Jacque Hornung, Treasurer and Cathy Danahy, Secretary.

March & April, 2009 Treasurer's Reports and Chapter Budget Status Report

Jacque Hornung distributed the Treasurer's reports ending March and April, 2009.

Seminar Update: Mark Graves presented the final draft Spring Seminar Budget. He indicated Jesse Wilkins returned the \$100 gift card to Barnes & Noble due to potential conflict of interest. The gift card will be used in the future for speaker gifts.

Library: Cheri Adams reported she has ordered Managing Electronic Records (4th Edition), Author: William Saffady, Ph.D.

Membership: Scott Swanson distributed a Membership Report. Current Chapter membership is 95. Current members missing from list: 1 (JP Peterson). New members: 2; Cori Brock, Sarpy County and Renee Lansman, Sarpy County.

Public Relations: No report.

Programs: Jerry Petersen reported John Frost (ARMA International President) will speak at the June awards program/meeting. Sheila Isaacson (Region Manager) will also be attending.

Unfinished Business:

- President York reported the Board member job descriptions are finally complete and updated on the Chapter Wiki. He thanked everyone.
- President York asked Board members to please continue to submit questions to Jacque Hornung for the ARMA Quiz.

New Business:

- **Audit Committee.** Jacque Hornung will ask the Ameritas individual who has done our chapter audits in the past to once again perform the audit.
- **Summer Planning Meetings.** Mark Graves reported the first meeting will be Friday, June 26, 2009 at Mahoney Park. He will send a reminder email.
- **Lincoln Airport Authority Request.** April McDaniel from the LAA requested to post a job for a part time records person on our website. Jerry Petersen moved to allow the job to be posted; seconded by Jacque Horning. The motion carried by unanimous voice vote.
- **Continuum Worldwide Request.** On May 19, 2009, CWW will host a free workshop on e-discovery topics. They asked if we would send an email to our membership advertising the workshop. Jerry Petersen moved to grant the request; seconded by Mary Ott. The motion carried by unanimous voice vote.
- **Free Registration to ARMA International – winning drawing from ARMA Education Foundation Contest.** Jerry Petersen reported the Chapter won a free registration at the Las Vegas, NV ARMA International Conference. After discussion, Mark Graves moved to use the 2009 registration (Orlando) as the Chapter President’s registration (supplied by the Chapter) and use the free registration as a Membership incentive in next year’s budget (\$899); Jerry Petersen seconded the motion. Motion carried by unanimous voice vote.
- **Chapter Board.** President York reported Ane McBride, Dept of Environmental Quality will be replacing Cheri Adams as Chapter Library/Archivist and Mary Ott will move from Program Director to Membership Director for the 2009-2010 program year, leaving the Program Director position open at this time.

No other new business presented, President York adjourned the meeting.

Ron York, President _____

Cathy Danahy, Secretary _____