

**Nebraska Chapter, ARMA, Inc.**  
**Chapter Board Meeting Minutes**  
**May 21, 2008**

**Present:**

Ron York, President  
Cheri Adams, Library/Archivist  
Cathy Danahy, Secretary  
Jacque Hornung, Treasurer  
Laura Fahey, Public Relations Director  
Mary Ott, Programs Director  
Mark Graves, Vice President  
Jerry Petersen, Immediate Past President

**Absent:**

Bill Lang, Webmaster  
Scott Swanson, Membership Director

**CALL TO ORDER:**

The meeting was called to order by President Ron York.

**APPROVAL OF MINUTES:**

**The minutes from the March 18, 2008 Board meeting were approved.**

Jacque Hornung presented the March and April Treasurer's reports. Jacque indicated that in the April report, the gift cards for the Seminar Committee were originally in the Seminar budget and should be in the Awards budget.

Cheri Adams gave the Library report. She said one new book was on order. She said she continues work on adding the value of each item in the library holdings.

Mark Graves passed out the Spring Seminar Budget results. The profit for 2008 was \$12,050.01. Mark presented a location cost comparison – Holiday Inn Convention Center vs Harrah's Casino for discussion. **Mark Graves moved to change the location of the 2009 Spring Seminar to the Holiday Inn Convention Center; seconded by Jacque Hornung. Results: FOR: 7; AGAINST: 0; ABSTAIN: 1. Motion carried.** Mark was commended by the Board for doing an outstanding job.

Mary Ott suggested a letter of thanks be sent to Secretary John Gale for his support of the ARMA Spring Seminar. Over 30 state employees attended this year. Mary Ott and Cathy Danahy will compose a letter for President York's and Vice President Graves' signatures.

Jerry Petersen will send Mark Graves any Spring Seminar feedback he compiled from the recent membership satisfaction survey by the end of this week.

Laura Fahey reported on Public Relations. She indicated she will be uploading the pictures from the Spring Seminar shortly. She said she spoke with a Kansas City Chapter member at the Spring Seminar and there may be a way to do on-line registrations inexpensively to free through US Bank. Jacque Hornung will research this possibility.

Programs. The June member appreciation/awards meeting is on track as reported by Jerry Petersen. Jerry's Awards Committee is Jacque Hornung and Scott Swanson. Scott Swanson is the meeting host for Steve Gray.

Ron York said it is time to designate an annual Audit Committee. Jerry Petersen will ask Paul Barnett (Ameritas) to do the audit again and let the Board know his response.

Unfinished Business:

Insurance for the Chapter Library holdings was discussed. It was decided at this time to not purchase insurance (at the rate of \$600-700 annually) for the holdings.

Ron York reported on the potential sponsorship of a Randy Kahn seminar with the Worldwide Continuum (a subsidiary of Mutual of Omaha). The event will not take place in June, 2008, however, discussions are still ongoing about the event occurring in September, 2008.

Sheila Isaacson, ARMA Region Manager, will be in Omaha on Thursday, June 5, 2008. Ron York will notify Board members, who are able to attend an evening visit with Sheila, of the time, location, etc. when it is determined.

Ron York reminded the Board members of the 2 planning meetings this summer; Tuesday, June 24, 2008 and Tuesday, July 29, 2008. Both meetings begin at 8:30 A.M. Ron also requested ideas for speakers for the coming program year. **He asked that each member give him their ideas in the next week so he can begin compiling these ideas for the June planning session.**

No New Business being heard, the meeting was adjourned.

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Ron York, President

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Cathy Danahy, Secretary