

**Nebraska Chapter, ARMA, Inc.**  
**Meeting Minutes**  
**Henry Doorly Zoo**  
**Omaha, NE**  
**September 15, 2010**

**Present:**

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

**The meeting was called to order by Mark Graves.**

**Approval of the July 29, 2010 Board Minutes**

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

**July/August Treasurer/Budget Status Reports**

Treasurer and budget reports were distributed.

**Library**

No report.

**Membership**

Mary Ott reported there are approximately 94 Chapter members. She reported two new members joined: Sally Grudel, Blue Cross Blue Shield and Kimberly Blider, University of Nebraska Foundation. Mark Graves said he would get the new password for the ARMA International website (for membership) to Mary.

**Spring Seminar**

Scott Swanson reported the John Isaza is confirmed as the speaker and Mark Graves reported Tom Becka (Omaha radio personality) would be the Keynote speaker. Scott Swanson said the seminar will be held at the CoCo Keys Water Park Hotel (formerly Holiday Inn at 72<sup>nd</sup> & Grover in Omaha).

**Public Relations**

Rachelle Mathes reported 50 chapter program year brochures were available today and she will send out an email to members and prospective members with the brochure as an attachment next week.

**Website**

Bill Lang reported he has purchased a hard drive for website content backup, the new photo gallery is near completion and he is working on the awards page update.

**Speaker Needs/Arrangements**

**October:** The host is Ane McBride. Arrangements are on target.

**November:** The host is Mary Ott. No report. Details are pending.

**Unfinished Business**

**Treasury Audit Report.** A copy of the chapter audit report prepared by Paul Barnett (Volunteer Auditor) was distributed. Mr. Barnett recommended adding a second approval signature when an expense request is submitted as the Board member reporting and treasurer is the same individual. Mark Graves will add "Treasury Standards" as a Board meeting agenda item for next month.

**New Business**

Ron York reported Continuum Worldwide has requested a reduction in their sponsorship of the Spring Seminar. They asked if the chapter would find a co-sponsor to share the \$2,500 cost. A discussion took place. Ron York moved to ask Continuum Worldwide to be the Exclusive sponsor of the Spring Seminar at the cost of \$1,500; seconded by Cori Brock. Ron amended his motion to include a vendor booth and one registration at the \$1,500 cost. Cori Brock agreed to the amendment. All Board members voted "aye". The motion carried.

**Adjournment**

Mark Graves adjourned the meeting.

Mark Graves, President \_\_\_\_\_

Cathy Danahy, Secretary \_\_\_\_\_