

Nebraska Chapter, ARMA, Inc.
BOARD MINUTES
October 11, 2006

Present:

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

Absent:

None.

Other Attendees:

Debbie Vandegriff
Mary Hunhoff

CALL TO ORDER

It was announced that there was a quorum with ten (10) Board Members present and none absent. The meeting was called to order by President Jerry Petersen.

MINUTES

Cathy Danahy motioned to waive the reading of the September 20, 2006, Board Meeting Minutes and approve. Cheri Adams seconded the motion. Ten (10) yeahs; no nays. Motion carried.

RIM MONTH

Debbie Vandegriff and Mary Hunhoff presented to the Board their proposal for RIM Month activities. They would present a 15 minute Power Point presentation to the Chapter at a monthly meeting and also have form documents in pdf format on the website.

Scott Swanson motioned for the RIM Month presentation be presented to the Chapter at the February 2007 training session. Cheri Adams seconded the motion. Ten (10) yeahs; no nays. Motion carried.

TREASURER'S REPORT

Bill Ptacek distributed the Budget status Report FY2006 as modified in August, Treasurer's Report for Month Ending July 31, 2006, and Treasurer's Report for Month Ending August 31, 2006. The Board had discussion regarding these Reports.

Bill Ptacek reported that the Audit Report has not been completed at this time. The records are ready to go. Bill Ptacek will coordinate the audit with the auditor.

Bill Ptacek reported that he has not hear anything from the ARMA Education Foundation regarding the Education Foundation raffle tickets. Bill Ptacek and Jerry Petersen will purchase the raffle tickets at the International Conference.

Since Bill Ptacek will not be attending the December Training Session, Ron York and three (3) other volunteers will help with the auction.

SEMINAR UPDATE

Ron York reported that he is working on volunteers for committees and contacting vendors.

INTERNATIONAL CONFERENCE EDUCATION SESSIONS

Jerry Petersen spoke about attending sessions and retrieving information on speakers.

The Board discussed Leadership meeting attendance, times, and sessions.

WEBSITE

Mark Graves reported that the current webmaster updating tool is not working well and he will be checking if FrontPage software will work. Cathy Danahy noted that a smooth transition from person to person due to Board changes is essential for the website.

Mark Graves will be donating his time to create an updated Library page. He hopes to have this completed by the November Training Session. At this time, nothing will be done regarding online registration.

Scott Swanson reported that the Membership page is working fine.

Anissa Rasmussen reported that the photographs page is working fine.

MEMBERSHIP REPORT AND INCENTIVES

Scott Swanson reported that our Chapter has eighty-six (86) members and one (1) new member. Scott Swanson reported on the 99 report update.

NOVEMBER MEETING

Jerry Petersen reminded the Board that the November meeting is IT Day and will be held at the Champions Club in Lincoln. There are no outstanding speaker coordination/issues for the November meeting.

NEW BUSINESS

Scott Swanson reported on the new Chapter pin design and that we could purchase 300 chapter pins at the cost of \$495.00 plus shipping and tax. The Board discussed whether or not to purchase pins at this time or wait until next budget year.

Donna Haberstich motioned to table the discussion of buying pins until the next budget year. Cathy Danahy seconded the motion. Nine (9) yeahs; one (1) nay. Motion carried.

The Board discussed the attendance numbers for the past two (2) Training Programs and ideas to market the meetings.

Scott Swanson and Anissa Rasmussen are going to research marketing options and report back to the Board.

Jacque Hornung and Jerry Petersen will send out a letter from Jerry Petersen to all of our Chapter members regarding the November IT Day Training Program.

Donna Haberstich motioned to adjourn the meeting. Cheri Adams seconded the motion. Ten (10) yeahs; no nays. Motion carried.

ADJOURNMENT

Meeting adjourned.

Jerry Petersen, President

Jacque Hornung, Secretary