



ARMA COLUMBUS CHAPTER BOARD MEETING MINUTES

DATE: 17 SEPTEMBER 2009

LOCATION: SERS BUILDING

ATTENDEES:

BOARD MEMBERS:					
Chairman of the Board	Jim Fielden	X	President	Kathy Clark	X
Vice President	Roger Hansen		Treasurer	Robert Eudy	X
Secretary	Sheila Campbell		Director-Seminar	Martin Susec	
Director-Membership	OPEN		Director-Newsletter	Dylan Williams	X
Director-Web Site	Dan Noonan		Director-Marketing	Adam Dombeck	X
Director-Community Services	Debbie Gantt	X			
OTHERS:					
Mike Johnson					

Previous Action Items

Assigned to	Item	Due by
	A committee will be formed to help Bob create an accurate budget for the 2009-2010 term.	
Adam Dombeck	Review how many extra shirts that are going to be received from the Team in Training.	
Debbie Gantt	Contact Anderson's at Sawmill to see if they are willing to work with the chapter on a shred it day. Will they offer any sponsorship or incentives?	
Dan Noonan	Contact Marty regarding the banner web for vendors from the seminar.	
	Receive the results from the last survey that is still in Yvonne's possession.	
Cathy Stanley	Organize a Board Strategic Planning meeting in October.	

Agenda Items

1. Review and approval of July and August 2009 meeting minutes (Sheila Campbell)

Postponed.

2. Treasurer's report (Bob Eudy)

Bob updated the board regarding Profit to the spring Seminar. Profit made was approximately \$1,700. Treasurer's report was reviewed.

Dylan made a motion to accept the treasury report. Jim seconded the motion. All in favor, motion passed.

3. Marketing and Community Service report

Adam and Debbie discussed the Community Shred Day that is scheduled May 1, 2010. It will run from 10:00 a.m. to 2:00 p.m. It was decided to hold the event at the Ohio Mobile Shredding location near the airport with the understanding that marketing will be the key to the event's success. We will continue our partnership with Grandma's Gifts but there is no further update regarding this. Debbie mentioned the need to purchase t-shirts for the event and will continue pricing materials, then present to the Board at a later date. She suggested only using the ARMA logo so that shirts can be worn at future events.

4. 40th Anniversary Celebration

Mike discussed the upcoming event to be held at Dave & Buster's on Friday, October 23rd. The room is reserved from 6:00 till 8:00 p.m. and game cards will be provided. Drinks and networking begins at 6:00 p.m. with a dinner buffet beginning at 6:45 p.m. There is a planned PowerPoint presentation to be running at the beginning. Additionally, a display table will be set up and 40 year pins will be given out. Cost to attend is \$10 member and \$15 non-members. The contract with Dave & Buster's is for a minimum of 20 attendees and we can extend into the next room if we go over 30. This extra room accommodates up to 50 people. The Board discussed how to determine who was a VIP and whether or not we should charge them for attending. It was decided that all past presidents would be considered VIPs and that all VIPs would be asked to attend at the \$10 member rate.

5. Programming report (Roger Hansen)

Jim mentioned that Scotts Lawn may be bringing in a speaker internally and they would be inviting the ARMA Chapter. This is tentatively scheduled for November as a daylong meeting. The topic is "IT for non-IT people."

6. 2010 Spring Seminar Topic: G.A.R.P. (Marty Susec)

No update.

7. Website report (Dan Noonan)

No update.

8. Newsletter report (Dylan Williams)

Dylan is working on a 40th Celebration Special edition. Mike suggested that we provided some historical record facts. Dylan also made a suggestion for people to share their opinions after attending an ARMA webinar. This could be a type of critics report to share with other members.

9. ARMA Great Lakes Regional Leadership Conference report

Deferred to strategic planning meeting to take place in October.

10. Membership Director report (Kathy Clark)

Kathy reported that no responses were received to her email requests for a new Membership Director. She will focus on regular members coming to meetings. She will also contact Wendy Brenot at OSU for a possible term.

11. General Business

- Jim has raffle tickets for ARMA's education fund and will make them available at the Member's Meeting. Tickets and money are due back to ARMA by October 6th.
- Jim received the Chapter's 40th Anniversary plaque and it will be on display at the dinner.

Dylan motioned to adjourn the meeting and Bob seconded. Meeting was adjourned at 1:25 p.m.

Action Items

None

Next Meeting

October 8, 2009.