

**ARMA Greater Columbus Ohio Chapter Board Meeting – September 17, 2015
Bricker & Eckler**

Attendance

1.	Brian Hannan, Chairperson of the Board		6.	Marty Susec Director - Seminar		11.	Arlene Swanson, Director – Community Service	X
2.	Kim Perdew, President	X	7.	Roger Hansen Director - Membership				
3.	Allison Stransky, President Elect	X	8.	Deb Voronkov, Director - Education	X			
4.	Jennifer Davis, Treasurer	X	9.	Jeremy Graham, Director - Web Site	X			
5.	Sheila Campbell, Secretary	X	10.	Debbie Gantt, Director - Marketing	X			

Meeting called to order by Kim at 12:45 p.m.

Agenda Items

Secretary:

Reviewed April meeting minutes.

Kim made a motion to accept April meeting minutes as written. Jeremy seconded the motion. All in favor, motion passed.

Reviewed August meeting minutes.

Deb G. made a motion to accept August meeting minutes as written. Deb V seconded the motion. All in favor, motion passed.

There were not any March meeting minutes completed.

Treasurer:

Jennifer shared some issues that she is encountering since the transfer was made. She has reached out to Kevin again in order to get some additional training and to ask questions.

We will vote on July, August and September reports in October once she gets everything balanced.

Marketing:

Deb G will work at getting new shirts for the board that is made with better material.

Web site:

The board spent a lot of time discussing the website. Jeremy still needs pictures and bios!

Jeremy is asking for feedback on the design of the website. We can now live tweet during seminars and such and it will show on the homepage. We can now post articles from our membership but they will be

reviewed prior to posting. He needs all meeting information, including articles, to post as soon as the current month's meeting is complete.

Received feedback about Event Bright. Was easy to register and pay however, did not get a "receipt." Jeremy will look to see if he can design something that would similar.

There is a concern with using Event Bright. When members register for the meeting but pay at the door, we are still being charged \$1.24 from Event Bright.

Kim made a motion to continue to use Event Bright for the pay at door option even though we are being charged \$1.24. Arlene seconded the motion. All in favor, motion passed.

Membership:

Discussed that the board needs to be more socially active. Deb V. is taking over LinkedIn.

The board discussed if we still wanted to hand out gift cards as a drawing for the members who follow and post to our Facebook page, board members are not eligible.

Deb G made a motion to purchase and distribute a \$50 give card to a chapter member who likes and follows our Facebook page. They must watch for the post titled "Enter to win a gift card" and they must read and post on the article to be eligible for the drawing. Sheila seconded the motion. All in favor, motion passed.

Education:

We need to reach out and share our yearly schedule with everyone at the leadership conference.

October World Café meeting: Need to have five topics. This would allow for four people per table. We can get ideas on topics from International Conference along with what is hot in the news. Deb G is donating the materials. We will split everyone up somehow to get everyone at different tables for a better dialogue.

We discussed the holiday party. Grove buffet at Scioto Downs. Cost is \$15.99 + tax and 18% gratuity per person (13.99 if each person has a club card.) Since we are paying with one check, does that mean only that person needs to have a club card for all dinners to be \$13.99?

We will be in the dining area with two tables of approximately 15 people per table. We are confirmed from 2:30-6:00.

The board discussed keeping the price reasonable at \$15 for members and \$20 for non-members. Since we currently do not have a speaker, Sheila will get with her contact to see if he would be willing to speak on either the DISC or Crucial Conversations.

Still need a location for April 2016. Sheila will check to see if OPERS would be a good location for this month.

Seminar:

No update

Community Service:

Would like to start the Merry Beary Bears early. All contributions must be new with tags.

Will coordinate with Allison about a shred day. The board needs to decide who we will collect donations for during this event.

Discussed the topic discussed last month in regards to the Ronald McDonald House. Instead of doing a meal for 150 people, maybe we could do something smaller such as fixing grab n go snacks. This is only a 2-hour window to get everything completed and seems more feasible with our current membership. Free parking and tours are available.

Misc.

Reviewed the miscellaneous topics that were discussed last month.

Board position duties and responsibilities need to be reviewed. Please have those completed and any changes that need to be made by the end of October and sent to Kim.

Discussed the e-mail by Chris Wyndham regarding the silent auction at International Conference. The board felt as though a gift card would be the easiest.

Deb G. made a motion to donate a \$100 Amazon gift card for the auction. Arlene seconded the motion. All in favor, motion passed.

Kim would like to add the award to a box at Fireproof.

Cleveland Chapter: Marty is doing a presentation on the Mock Trial in March. Deb G and Sheila are attending the monthly meeting in April.

Allison made a motion to adjourn the meeting at 1:54 pm. Jennifer seconded the motion. All in favor, motion passed.

Action Items

Assigned to	Item	Due by
Board	Review duties and responsibilities	10-31-15
Kim	Share yearly schedule with the leadership conference attendees	
Sheila	Talk with Steve about the December presentation	
Sheila	Review OPERS as a location for April 2016.	
Sheila, Allyson, Jennifer, Roger	Bio's to Jeremy	

Next Meeting

October 15, 2015