

ARMA Greater Columbus Ohio Chapter Board Meeting – 11/19/15 @ Ashland

Attendance

1.	Brian Hannan, Chairperson of the Board		6.	Martin Susec Director - Seminar	X	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		10.	Debbie Gantt, Director - Marketing	X			

Previous Action Items

Assigned to	Item	Due by
Board	Review duties and responsibilities	1/21/2016
Sheila	Talk with Steve about the December presentation	ASAP
Sheila	Review OPERS as a location for April 2016.	ASAP
Sheila, Allyson, Jennifer, Roger	Bio's to Jeremy	ASAP

Agenda Items

Meeting called to order at 12:50 p.m.

Secretary:

Prior month minutes not reviewed. Will review and approve October and November meeting minutes at the December meeting.

Treasurer:

The current report from October was reviewed and discussed.

Debbie made a motion to accept September treasurer's report as written. Jennifer seconded the motion. All in favor, motion passed.

Marketing:

Debbie discussed needing to find a quality article for member discussion on Facebook. We are encouraging members to comment on the posted article and be eligible to win a \$50 Amazon gift card at December's meeting.

There was a mention about board members posting onto our social media sites. Deb V. had recently posted an E-discovery article on our Facebook page. Board members were encouraged to keep those types of postings coming.

Web site:

Jeremy discussed how much time he is spending formatting website content regarding upcoming meeting notices. He would like to get a summary more in advance and one that includes the answer to the question, "Why would a member want to attend this meeting?"

Membership:

No Report.

Education:

No Report.

Seminar:

Marty discussed working on legal ease focus v. basic records management topics. There was also discussion about focusing on electronic records and not trying to make the seminar be too legal focused. It was mentioned that Barclay Blair would be an excellent speaker to talk about Information Governance.

Community Service:

Arlene discussed Merry Berry Bears again. She will collect all bears at the December meeting to take to Nationwide Children's Hospital.

Deb V. made a motion to adjourn the meeting at 1:22 pm. Allyon seconded the motion. All in favor, motion passed.

Action Items

Assigned to	Item	Due by
Board	Review duties and responsibilities	1/21/2016
Sheila	Talk with Steve about the December presentation	ASAP
Sheila	Review OPERS as a location for April 2016.	ASAP
Sheila, Allyson, Jennifer, Roger	Bio's to Jeremy	ASAP

Next Meeting

12/18/2015