



ARMA Nebraska Chapter Board Minutes
September 13, 2017
Pinnacle Bank Arena - Lincoln, NE

Attending:

Amber Roberts, President
Jim Bourne, Treasurer
Scott Swanson, Secretary
Ron York, Director of Program Arrangements
Cindy Dulas, Librarian/Archivist
Jacque Hornung, Director of Membership
Ane McBride, guest

Absent:

Cori Brock, Vice President
Mary Beth Foral, Webmaster
Allison Loeske, Public Relations
Donna Widhalm, Immediate Past President

Call to Order:

Amber called the meeting to order at 10:21 a.m.

Minutes:

Minutes for the August 2nd Board Planning Meeting 2 were approved and filed.

Treasurer/Budget Status Reports/Audit Report:

Last year's books are currently being audited.

Reports

Membership

Our current chapter membership is at 62, with 2 lifetime members which brings the total to 64.

Access will again sponsor the membership recruitment. Every member who recruits a new member will received a \$25 gift card at the June meeting. To date no word from Iron Mountain on if they will continue to sponsor the monthly meeting attendance incentive.

Jacque brought up the idea of putting an FAQ on our website so that if anyone googles a records related topic, this may show up on google and give us some exposure. Jacque is looking at some ways to market the chapter more and get our name out there.

Library

Any new books will be uploaded into Google Docs and Mary Beth will post the new file to the Chapter website whenever Cindy does an update.

Public Relations

No report, Allison is absent today.

Spring Seminar 2018:

No updates on the Seminar. Cori was absent.

Charity

Lighthouse (After-School Program) based in Lincoln is the charity we will be supporting for 2017-2018. Allison was absent. No updates.

Website

Mary Beth would like us to review the email addresses that are coming back as undeliverable after a notice is sent out. Mary Beth would like to scrub the current mailing listing and create a new email listing. This will help with cleaning up the emails that maybe considered spam.

Mary Beth will send out a separate notice to those who signed up for the EZ Pass reminding them to sign up for each meeting even though they already paid. A code will be sent to all EZ Pass members to use when signing up so that no monies will be exchanged.

Speaker Needs for October

October 11, 2017: Donna is the host. Mark is confirmed. This event will be held at Anthony's Steakhouse in Omaha. Speaker: Mark Adams on Cyber Security. The speaker agreement has been signed and shows the requirements for the speaker.

Program Year Brochure

New brochure was created and provided at the September meeting.

Unfinished Business

Interface Nebraska Conference

The free Interface conference will be held on Nov 9, 2017 at the Century Link Center in Omaha. There will be a compliance and records panel at this year's conference. The chapter will have a booth to help promote ARMA. The agenda is still being confirmed.

Leadership Conference

The leadership conference will be held again with the Great Lakes region in 2018. Amber suggested Omaha as the location for 2018. Bill Bradford indicated that it is the Great Lakes region's turn to host but Omaha would be next in line if they don't choose to host or in 2019.

College Outreach

Bellevue University – The chapter will have a booth/table at the college career fair and will need a couple of members to represent the chapter.

Membership Contact Project

Amber previously requested that the board reach out to the current membership to promote chapter meetings, EZ-Pass, etc., to those members who don't always attend the monthly meetings. Each board member either called or emailed their contacts.

New Business

International Conference in Orlando

Amber inquired as to whom from the board will be attending this year's conference. Amber, Jacque, Scott, Ron, and Allison will be attending.

CEO Scam/Treasurer's

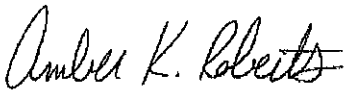
Due to the attempted scam on our chapter funds, any requests for funds must have a signed expense form and be presented to the Treasurer going forward before any funds will be released. This is to prevent any monies scams towards our chapter.

Scam was stopped before any transaction could occur. Amber reported the scam to the Nebraska Attorney General's office.

Next Board Meeting:

The next board meeting is scheduled for October 11, 2017 at Anthony's Steakhouse in Omaha, NE following the monthly meeting. Meeting adjourned at 11:00 a.m.

9/29/2017

X 

Amber Roberts
President
Signed by: Roberts, Amber

X 

Scott Swanson
Secretary