

Nebraska Chapter, ARMA, Inc.  
BOARD MINUTES  
June 20, 2007

**Present:**

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

**Absent:**

Laura Fahey, Public Relations Director

**Other Attendees:**

Susan McKinney, President, ARMA International

**CALL TO ORDER:**

The meeting was called to order by President Jerry Petersen. It was announced that there was a quorum with nine (9) Board Members present and one (1) absent.

**MINUTES**

**Bill Ptacek motioned to waive the reading of the May 16, 2007, Board Meeting Minutes and approve as submitted. Ron York seconded the motion. Nine (9) yeahs; no nays. Motion carried.**

**TREASURER'S REPORT**

Bill Ptacek distributed the Treasurer's Report and the Budget Status Report. The Board had discussion regarding the Treasurer's Reports and the cash reserve.

**Scott Swanson motioned for approval of the Treasurer's Report with no corrections. John McGraw seconded the motion. Nine (9) yeahs; no nays. Motion carried.**

**2008 SPRING SEMINAR**

**Ron York moved via email to pursue Dr. Langemo and Dr. O'Keefe for the 2008 Spring Seminar and the Board approved this motion via email with ten (10) yeah votes and no nay votes via email.**

**MEMBERSHIP REPORT AND INCENTIVES**

Scott Swanson reported that our Chapter has eighty-nine (89) members and two (2) new members. Scott Swanson distributed an ARMA Meeting Attendance for Free June Meeting Drawing 2006 - 2007 report. The Board had discussion regarding this report.

### **WEBSITE**

Mark Graves reported he is working on website manual and membership/non-membership contact database.

### **SURVEY**

Jerry Petersen reported on the final results of the survey. The Board discussed the results.

### **OLD BUSINESS**

Bill Ptacek reported that there are five (5) invoices for non-payment of monthly meeting fees as follows:

1. Jane Antony (member)
2. Jeff LeVant (member)
3. Robert Neumann (member)
4. Tom Gidley (non-member)
5. Larry Hackworth (non-member)

Scott Swanson will contact the members and Jerry Petersen will contact the non-members.

### **TRANSITION FOR NEW CHAPTER BOARD**

Ron York reminded the Board that the first planning session is July 3, 2007, at Mahoney at 8:30 a.m. Ron York will email the Board Members the information/documents needed for this session. Board members are requested to bring the emailed information/documents and anything else they feel would help them with planning. The Board discussed potential monthly speakers. This will be discussed in more detail at the planning session. Ron York requested that the Board bring an idea of any requests for budget monies to the July 3, 2007, planning session so Jacque Hornung, incoming Treasurer, can prepare a preliminary budget for the second planning session.

Jacque Hornung will prepare the 990 report and send it to ARMA Headquarters.

Jerry Petersen will provide the new Board Members and Chapter Member of the Year Award winner to ARMA Headquarters.

### **REGIONAL LEADERSHIP CONFERENCE**

Ron York and Mark Graves will be attending this Conference in Des Moines, Iowa.

### **ARMA INTERNATIONAL CONFERENCE**

The Board discussed the ARMA International Conference which will be held this year in Baltimore, Maryland October 7 - 10, 2007, and who will be attending.

Jerry Petersen thanked the Board for their support and hard work over the past years.

**Jerry Petersen adjourned the meeting.**

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Jerry Petersen, President

Jacque Hornung, Secretary