

Nebraska Chapter, ARMA, Inc.  
BOARD MINUTES  
June 21, 2006

**Present:**

Jerry Petersen, President  
Ron York, Vice-President  
Bill Ptacek, Treasurer  
Jacque Hornung, Secretary  
Donna Haberstich, Immediate Past President  
Cathy Danahy, Webmaster  
Mark Graves, Director of Programs  
Scott Swanson, Membership Director

**Absent:**

Cheri Adams, Library/Archivist  
Anissa Rasmussen, Public Relations Director

**Other Attendees:**

Anna York

**CALL TO ORDER:**

Meeting called to order by Jerry Petersen.

**MINUTES:**

**Donna Haberstich motioned to waive the reading of the May 17, 2006, Board Meeting Minutes and approve. Ron York seconded the motion. Motion carried.**

**BOARD VOTES VIA E-MAIL DURING LAST MONTH**

**In an e-mail motion, The Board voted with nine (9) in favor, one (1) absent, and none against to have William Savarino be the speaker for 2007 Spring Seminar. William Savarino's fee is \$1,500.00 plus expenses. The motion carried.**

**TREASURER'S REPORT:**

Bill Ptacek distributed the Treasurer's Report. The Board had discussion regarding the Treasurer's Report.

**Cathy Danahy motioned for approval of the Treasurer's Report with no corrections. Scott Swanson seconded the motion. Motion carried.**

**LEADERSHIP CONFERENCE REPORT**

In regards to vendors, there are four (4) confirmed vendors at \$250.00 each.

Scott Swanson will be meeting with the hotel regarding food and is working on transportation issues.

Scott Swanson reported that the Embassy Suites hotel is full and attendees are being sent to the Hilton Garden.

So far, there are approximately thirty (30) attendees registered for the Leadership Conference.

Scott Swanson gave an update on the gift baskets. He has purchased twenty (20) baskets and will be purchasing more. Jerry Petersen, Scott Swanson, and anyone else who wishes to help will assemble the baskets and notebooks on Wednesday, July 12, 2006. This will be done in Jerry Petersen's room. Thursday, July 13, 2006, Jerry Petersen and Scott Swanson will shop for all the hospitality items. All items will be stored in Jerry Petersen's room until they can be moved to the meeting room or hospitality room.

Scott Swanson reported that the hospitality suite will be for one (1) night on Thursday, July 13, 2006. The baskets will be put on the tables.

The Board discussed a mascot and speakers' gifts for the Leadership Conference.

Scott Swanson and Jerry Petersen will create a "Welcome" Power Point slide program.

#### **JUNE 28 BOARD PLANNING MEETING REVIEW**

Jerry Petersen distributed a copy of the ARMA International Conference speakers information. Board members are to review the matrix and survey and come with their top 10 ideas for the monthly meetings.

#### **APRIL 18, 2007 SEMINAR**

Ron York informed the Board about William Savarino is the speaker for \$1,500.00 plus expenses. The Board discussed two (2) speakers v. one (1) speaker and two (2) topics v. one (1) topic. Ron York reported that he is working with Harrah's on a contract and problems with former sales people.

The Board discussed marketing the seminar to law firms and IT persons.

The Board discussed seminar brochure development.

#### **ARMA EDUCATION FOUNDATION**

The Board discussed buying \$500.00 in raffle tickets as was done last year. This will be discussed at the planning meeting on June 28, 2006.

**Cathy Danahy motioned to adjourn the meeting. Mark Graves seconded the motion. Motion carried.**

#### **ADJOURNMENT:**

Meeting adjourned.

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Jerry Petersen, President

Jacque Hornung, Secretary