

Nebraska Chapter, ARMA, Inc.
BOARD MINUTES
December 13, 2006

Present:

Ron York, Vice-President
Jacque Hornung, Secretary
Donna Haberstich, Immediate Past President
Mark Graves, Webmaster
John McGraw, Director of Programs
Scott Swanson, Membership Director
Anissa Rasmussen, Public Relations Director

Absent:

Jerry Petersen, President
Bill Ptacek, Treasurer
Cheri Adams, Library/Archivist

Other Attendees:

None.

CALL TO ORDER:

It was announced that there was a quorum with seven (7) Board Members present and three (3) absent. The meeting was called to order by Vice-President Ron York.

MINUTES:

Donna Haberstich motioned to waive the reading of the November 15, 2006, Board Meeting Minutes and approve. John McGraw seconded the motion. Seven (7) yeas; no nays. Motion carried.

NEW BOARD MEMBER WELCOME:

On behalf of the Board, Ron York welcomed John McGraw to the Board. John McGraw will take over the Director of Programs position and Mark Graves will become the Webmaster.

AUDIT REPORT RESULTS

Jacque Hornung distributed the Audit Report. The Audit Report was completed and delivered to the Board via an e-mail from Jerry Petersen. The Board had discussion regarding the Audit Report. The Board will discuss further when Bill Ptacek is in attendance.

SEMINAR UPDATE

Ron York reported that he is still working on contacting vendors. A Seminar Committee meeting will be held in January.

WEBSITE

Mark Graves reported he is almost done with the updated Library page and has been working with Cheri Adams on the updates. Mark Graves noted that the Board information and picture needs to be updated.

MEMBERSHIP REPORT AND INCENTIVES

Scott Swanson reported that our Chapter has eighty-seven (87) members and no new members since November. Scott Swanson reported on the 99 report update.

ADVERTISING PRICING

Anissa Rasmussen reported that she has the information about advertising pricing, but did not bring it with her. The pricing was complicated for the Omaha World Herald and the Lincoln Journal Star. Mark Graves informed the Board that he has some information about free website posting and community calendars. Mark Graves will forward this information to Anissa Rasmussen.

FEBRUARY MEETING

The Board discussed extra advertising and sending a letter out to the members. Jerry Petersen will send out a letter to the Chapter members.

The Board discussed obtaining the speaker's picture and biography for the website. The speaker is Rachael Heade.

The Board discussed transportation and housing issues regarding the speaker. The hotel reservations have been made at the Marriott.

Mark Graves will forward the meeting information to the AIIM Chapter once all of the meeting and speaker information is on our website.

JANUARY MEETING

Scott Swanson reported that there are travel issues for the speaker for the January meeting. The speaker has changed from Whitney Berg to Brian Dirking.

NEW BUSINESS

Ron York reported that Fraser Stryker is changing our corporation's Registered Agent from Paul R. Dietsch to Lisa Jones.

Jacque Hornung reported that Jerry Petersen will send Bill Ptacek a get well gift on behalf of the Chapter.

Ron York adjourned the meeting.

ADJOURNMENT:

Meeting adjourned.

Jerry Petersen, President

Jacque Hornung, Secretary