

# **ARMA- MILWAUKEE CHAPTER BOARD**

## **Meeting Minutes**

December 1, 2016

### **I. Call to order**

Donald Force called to order the regular meeting of the ARMA-Milwaukee Chapter Board at 7:31 a.m. on December 1, 2016 via conference call.

### **II. Roll call**

The following persons were present: Herb Foster, Donald Force, Ben O'Donnell, Elizabeth Vera, Maggie Elice Turner, Christine Matthies, (Absent) Pamela Bartoli

### **III. Open issues**

#### a) Treasurer's Report

- CD was closed so this will be the last time the CD balance will be reported

Checking	\$8921.39
CD	\$0
<b>Total</b>	<b>\$8,921.39</b>

### **IV. New business**

#### a) Programs

- Discussion was made about the possibility of having a location to mail checks for registration payment or taking a credit card payment for the Spring Seminar.
- Spring Seminar (April 27, 2017)– 4 or 5 possible speakers. Topic will be Security, Accessing and Protecting Information with sessions that cover, hacking, fishing and spam, principles, regulations, software, etc. Venue in West Bend will be approved pending an on-site visit.
- March 29, 2017 meeting- Joseph Suster approved to be speaker. Bio and topic title will be obtained after the holidays, but no later than the end of January –location TBD
- New meeting locations will be investigated to determine if there are more cost efficient venues

b) Membership

- 51 as of November 2016

c) Website

- Maggie will send out the new site link for a final edits, review and suggestions before releasing it to members starting in 2017.
- Cost of the new website will be \$2.99/ month billed yearly. Need to investigate payment options such as debit card once final review for edits is complete.
- New email will be set up with an outlook extension. Details on access will be sent to Board members.

d) Next Meeting

- January 5, 2017 (conference call)

**V. Adjournment**

Donald Force adjourned the meeting at 8:24 a.m.

Minutes submitted by: Maggie Elice Turner, Secretary

Minutes approved by: \_\_\_\_\_