

ARMA- MILWAUKEE CHAPTER BOARD

Meeting Minutes

September 1, 2016

I. Call to order

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

II. Roll call

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

III. Open issues

a) Treasurer's Report

Checking	\$3,969.11
CD	\$5,313.11
Total	\$9,282.22

IV. Old business

a) Chapter Bylaws

- Amended bylaws were approved by National
- Amended bylaws to be posted on our website

V. New business

a) Programs

- 2nd email reminder to go out regarding our September 20th event.
- Send a "Save the Date" email for the remaining known schedule for November 2016 – January 2017.
- Spring Seminar – Herb has a meeting set up next week to get the general details / topics. Christine suggested use of their facility in West Bend which is a fair distance for Madison and Milwaukee attendees. Depending on approval of the facility use, the date will be set among the choices of April 25th, 26th, 27th, 2017.

b) Membership Drive

- Arlyce and Rick to handle
- Rick requested a past attendee list
- Suggestion was made to begin keeping an attendance sheet at each meeting to see who are regulars
- National was contacted for the last known list of members for the Fox Valley Chapter

c) Financial

- Motion was made to eliminate the CD due to low interest earnings, and keep the funds solely in the checking account.
- Motion passed unanimously

d) Website

- Maggie will send proposed website set up to the Board Members for review and approval before switching from current site.
- If everyone is in agreement to switch to the WordPress platform, consideration will need to be given to upgrading to a plan with yearly fees in order to maintain the current website address.

e) Next Meeting

- October 6, 2016 (conference call)

VI. Adjournment

Pam Bartoli adjourned the meeting at 7:50 a.m.

Minutes submitted by: Maggie Elice Turner, Secretary

Minutes approved by: _____