

ARMA- MILWAUKEE CHAPTER BOARD

Meeting Minutes

March 5, 2018

I. Call to order

Donald Force called to order the regular meeting of the ARMA-Milwaukee Chapter Board at 12:00 p.m. on March 5, 2018 via conference call.

II. Roll call

The following persons were present: Donald Force, Ben O'Donnell, Maggie Elice Turner, Christine Matthies, Richard Gureski, Pamela Bartoli

III. Open issues

- a) Approval of meeting minutes from the February 5, 2018 meeting unanimously approved
- b) Membership- 48 as of March 1, 2018
- c) Treasurer's Report - \$8,399.99

IV. Business

- a) Educational Sessions Update
 - March 29th- Special Board Meeting Online
 - Meeting conducted online via ARMA's Zoom platform
 - 12 other ARMA Chapter Board's invited from surrounding states
 - Meeting will promote common ideas/obstacles of Boards
 - Create resources and contacts
 - Chapters will be queried and responses compiled into spec sheet distributed prior to the meeting
 - April 24th - Spring Seminar
 - Meeting with Radisson West reps later in the week
 - Budget approved
 - May- WHS speaker on Maritime History
 - Lunch meeting at the Machine Shed
 - June- Potential meeting of old and new Board members

- b) Membership Dues
 - Deadline for changes April 1st
 - No decisions made to pursue this

- c) Member of the Year
 - Send email to members seeking nomination and explanation of why they should be nominated
 - Deadline for nominations is March 23rd
 - Presentation will be made during Spring Seminar

- d) Policies & Procedures
 - Standing Item on Agenda for the year
 - Compiling documents in One Drive
 - Secretary duties to be reviewed at April meeting

- e) Swag
 - Notebooks and Magnets for Spring Seminar attendees
 - Maggie will create email with info on pricing and turnaround time.

- f) Next Meeting
 - Informal, open forum meeting March 22nd cancelled
 - Next teleconference scheduled for Thursday, April 2, 2018 1:00 pm

V. Adjournment

Donald Force adjourned the meeting at 12:39 p.m.

Minutes submitted by: Maggie Elice Turner, Secretary

Minutes approved by: _____