



ARMA-MILWAUKEE CHAPTER BOARD
Meeting Minutes
February 17, 2022

Meeting Format: Video Conference

Attendance: Shirley Derrick, Emily Herda, Lisa Glick, James Rudy, Rick Gureski, Alec Kopitzke, Saralee Taibleson, Alanna Hilliard-Smith and Liz Vera

Call to Order: The meeting was called to order at 2:11 by Shirley Derrick

Membership: 50 members as of February 17, 2022

I. Board Succession Plan-Special Announcement (Richard Gureski)

Due to a family tragedy our Board President, Mike Kaye is out. Per our ARMA Bylaws Shirley Derrick our Board Vice President assume the presidency and James Rudy, member at large will assume the Vice-presidency for this and following meetings until Mike Kaye is able to return.

II. Approval of December 2022 Meeting Minutes

- Unanimously approved

III. Committee Reports

a. Awards/Member of the Year (Richard Gureski)

- Rick informed us that he has not heard from the award place in New York
- Rick talked about the CRA/CRM classes, Deborah Robbins is directing this study group
- Rick asked if anyone ones to join this study group or know anyone that is interested, please email him
- The program summit will take place this year Rick is working on this, Brian McCann is helping

b. Finance (Alec Kopitzke)

- Alec talked about the budget spreadsheet updates
- He talked about expenses

- He said our budget is all good
- Alec has been updating finance file documents on the OneDrive

c. Programs (Emily Herda)

i. Spring Seminar-Mania 2 Update

- Emily talked about our Spring Seminar and all the great and exciting things planned for this
- The Spring Seminar committee is meeting on Friday's
- Emily is working on marketing material for the Spring Seminar for April or May
- She talked about our next free online meeting, Mark Diamond – Launching an Information Governance Program
- Rick talked about different leads we have for future meetings
- Emily and Rick informed us there are committee assignments that need to be assigned, please volunteer

d. Industry Groups (Saralee Taibleson)

- No updates at the moment
- She will be talking to Rick

e. Strategic Vendor Relations (Brian McCann)

- Rick spoke on behalf of Brian
- Brian and Maggie will get together with to show/share connections with vendors

f. Communications & Marketing (Elizabeth Vera & Alanna Lloyd)

- No updates at the moment

i. Signage Update

- Rick will work on design and signage

g. Membership (Rita Krause)

i. Membership Report-

- Rick talked on behalf of Rita and informed us that our current membership is 50

h. Chapter Historian (Lisa Glick)

- Lisa told us that she has been working on structural modification and organizing the OneDrive
- The documents will be saved by years
- Lisa talked about storage of financial records on our website

i. Website (Maggie Turner)

- **No updates at the moment**

IV. ARMA International & Great Lakes Region

- Shirley informed us there are no updates at the moment

V. Open Floor

- We talked about Friday's reoccurring meetings at 3pm for Spring Mania Seminar II

V. Next Board meeting

Our next meeting will be on March 17, 2022, using Blue Jeans

VI. Adjournment:

With no further business, the meeting was adjourned at 2:41 p.m.

Respectfully Submitted,

Elizabeth Vera
ARMA Milwaukee Chapter Secretary