



ARMA-MILWAUKEE BOARD MEETING AGENDA

Meeting Minutes April 21, 2022

Meeting Format: Virtual

Attendance: Shirley Derrick, Emily Herda, Saralee Taibleson, Maggie Turner, Rick Gureski, Lisa Glick

Call to Order: The meeting was called to order at 2:03pm by Shirley Derrick

Membership: 52 members as of April 21, 2022

I. Approval of March 2022 Meeting Minutes

- a. Lisa Glick motion to approve. Emily Herda second.
- b. Approved

II. Committee Reports

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

- i. Member of the year: Lisa
- ii. Last 3 winners of member of the year makeup committee.
- iii. We Energies, Maggie Turner, and John Spencer also award winners
 1. Currently completing John Spencer's placard before shipping out
 2. If pictures are taken of winners with their awards, please forward to Maggie to post on the website
- iv. Goodman Scholarship needs nominee/winner. We have not received any nominations
- v. Happy ARMA birthday cards have potential for recruitment and allow positive up tick for membership.
 1. This has not been done in a year
 2. Recommit to this effort

b. Nominating Committee (Richard Gureski/Elizabeth Vera)

- i. Nominations are set to expire today; this may be extended approx. a week-ish
- ii. Need position nominations for Treasurer, Vice President
 1. We'll be okay/function if we don't. If you know someone, encourage them to join the board
- iii. Ballot to sent out in early May-ish. This timeline will accommodate recruitment efforts

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

- i. Signage Update
 1. Previous notes and drafts from the last signage effort is being reviewed.
 2. Hoping to create at least 2 physical signs that can be used.

d. Finance (Alec Kopitzke)

- i. Budget sent via e-mail. Looks fine.



- e. **Programs (Emily Herda)**
 - i. Trivia and finale meeting on May 26th
 - 1. Rick donating his 1 year Kahoot license to ARMA Milwaukee for use during the Spring Seminar Mania 2 and future events
 - ii. Spring Seminar-Mania 2 Update
 - 1. MER code sent to members and other Spring Seminar Mania participating chapters
 - 2. Spring May meetings upcoming. Will need to send reminder e-mail
 - iii. Next Year
 - 1. Working with speakers for next year's programs
 - 2. See what the summer looks like for COVID and in-person meetings
 - f. **Industry Groups (Saralee Taibleson)**
 - i. Doing some work and looking to coordinate with membership
 - g. **Strategic Vendor Relations (Brian McCann)**
 - i. N/A
 - h. **Membership (Rita Krause)**
 - i. Membership Report - 52 Members
 - ii. 2 new members-Rick sent out greetings
 - i. **Chapter Historian (Lisa Glick)**
 - i. Begin documenting chapter history - past board members
 - ii. ARMA Milwaukee has a rich history
 - j. **Website (Maggie Turner)**
 - i. Keeping track of spring seminar and updating the website with events
- III. **ARMA International/Great Lakes Region Update**
- a. Leadership conference in Omaha
 - b. Shirley to send information to Emily and Maggie, who volunteer to participate in conference this year
- IV. **Open Floor**
- V. **Next Meetings**
- a. **May 19, 2022 - Board Meeting**
 - b. **June 16, 2022 - Board Meeting**
- VI. **Adjournment**
- a. 2:37 PM