

Board

President – Michelle Morrison
Vice President – Bruce Walters, CRM
Secretary – Diane Evans
Treasurer – Charmaine Brooks, CRM, Absent
Immediate Past President – Carrie Pasewalk
Bryan Dodge, Board Member
Brenda Fralish, Board Member
Amity Highley, Board Member
Steve Walker, Board Member

BOISE VALLEY CHAPTER – ARMA International
Board Meeting
March 10, 2009 6:30 a.m.

Agenda

1. Call to Order
2. Approval of Minutes from February 10, 2009 meeting
Approve Agenda
3. President's Report
 - a. BVC Calendar
4. Treasurer's Report (Bruce)
5. Standing Committee Reports
 - a. Awards – Brenda Fralish
 1. Member of the Year nominations –April newsletter/email
 - b. Budget and Finance – Charmaine Brooks
 - c. Education and Library – Steve Walker
 - d. Membership – Carrie Pasewalk
 1. Update on new members, renewals and deletions
 - e. Newsletter – Amity Highley
 1. Deadline for April issue – March 16, 2009
 - f. Nominations – Carrie Pasewalk
 - g. Programs – Bruce Walters
 1. Winter Conference-wrap-up
 2. Update on GNW Leadership Conference, June 26 and 27, 2009
6. Unfinished Business
 - a. Website conversion update
 - b. Member survey questions handout and names
7. New Business
8. Adjourn

The meeting was called to order at 6:35 AM

Brenda moved to accept the minutes from the February 10, 2009 meeting. The motion was seconded by Steve. Motion carried.

President's Report

Michelle will send out calendar with remaining dates for the year. We have moved the Region Leadership meeting to the URS building to cut costs. Also this spring is when many nominations are due. The distinguished service award letter of intent is due April 15. The local level Chapter Member of the Year award is due in April. The newsletter of the year award is due May 1. Chapter elections will be in May. Lastly, the Chapter of the Year award narrative is due by June 1.

Michelle mentioned that if we put our chapter in for next year's Chapter of the Year award, we need to show case our chapter through photographs, minutes and other records.

Treasurer's Report

Bruce gave the report on Charmaine's behalf. Our profit to date is \$3,977.56. There are corrected columns on the third page of the paper report. A refund was issued to Cheryl Feucht because she signed up early and wasn't given the \$30 discount. We still have expenses coming in for the Winter Conference which will be reflected in March and deposits as well. Wells Fargo has \$7,460.53, PayPal has \$1,209.27, Smith Barney 12,749.75 and total cash is \$21,419.55. The report will be filed for audit.

Awards

Brenda will have the nomination forms available at tonight's meeting. Also, she will send Amity the form and a write up for April's newsletter.

Budget and Finance

This report was postponed.

Education and Library

We have new pamphlets available that were used at the winter conference and will be available for today's meeting.

Membership

We currently have 42 members. We have two members up for renewal this month. Carrie will get in contact with them. The new reports that we receive don't have the 099 members. Michelle will email Marc so we can have visibility to them.

For the membership survey, Carrie has the member list and Michelle will email the questions. Michelle suggested starting with the ones who are inactive. Please send the survey responses to Carrie at least one week before the next board meeting. Carrie will make a summary from the surveys.

Newsletter

Amity reported that for April, we need the speaker biography and menu info. Amity also needs pictures from the winter conference. Please email a few lines of winter conference to Amity for the newsletter. For, April's newsletter, she will get nomination form from Brenda and she already has the ballot. This month's newsletter will have the meeting recap.

Nominations

The forms are ready to go out. An article will be in this month's newsletter and next month's newsletter.

Programs

Bruce handed out a conference recap. We had a profit of \$830. We split the Idaho Business Review expense with general expenses.

Leadership Conference

We have 5 members from other chapters attending and at the most we'll have 12 people. Many companies have been cutting back on training. The suggestion has been made that the GNW host the GNW conference next year.

Web Site

The web master spot is up for renewal. Michelle and Bruce will follow up with Kerry about this.

New Business

Michelle met with the Cambria Suites about meeting accommodations. She hopes that these issues will be corrected by tonight's meeting.

The meeting adjourned at 7:19 AM.