

## **Board**

President – Michelle Morrison

Vice President – Bruce Walters, CRM

Secretary – Diane Evans

Treasurer – Charmaine Brooks, CRM

Immediate Past President – Carrie Pasewalk

Bryan Dodge, Board Member, Absent

Brenda Fralish, Board Member

Amity Highley, Board Member

Steve Walker, Board Member

BOISE VALLEY CHAPTER – ARMA International  
Board Meeting  
June 9, 2009 - 6:30 a.m. - IHOP

## **Agenda**

1. Call to Order
2. Approval of Minutes from May 12, 2009 meeting  
Approve Agenda
3. President's Report
  - June Transition meeting set for June 20, 2009. Time and location to be set.
4. Treasurer's Report
5. Standing Committee Reports
  - a. Awards – Brenda Fralish
  - b. Budget and Finance – Charmaine Brooks
  - c. Education and Library – Steve Walker
  - d. Membership – Carrie Pasewalk
    - Update on new members, renewals and deletions
  - e. Newsletter – Amity Highley
    - Newsletter of the Year submission. Which 4 issues selected?
    - Deadline for July issue – June 15, 2009
  - f. Nominations – Carrie Pasewalk
  - g. Programs – Bruce Walters
    - Update on GNW Leadership Conference, June 26 and 27, 2009
6. Unfinished Business
  - Responses to GNW Region Manager letter.
7. New Business
  - Budget for next year-submit any additions or changes to Charmaine.
  - Submit new officer list and Member of the Year to ARMA International (See form)
  - Michelle and Bruce will meet to plan Transition meeting.
8. Adjourn

Meeting called to order at 6:35 AM

Bruce moved to accept the minutes from the May 12 meeting. The motion was seconded by Brenda. Motion carried.

#### President's report

The transition meeting will be June 20; we will start with the budget at 8 am. The meeting will be at URS' records center, 646 North Five Mile Road in Boise.

#### Treasurer's report

All numbers for the winter conference have come in. On the second page on the bottom you can see the monies out/in. For the year, we're ahead \$349.38.

Questions to keep in mind for the transition meeting include: region profit, profit sharing and the GNW Conference 2010. Also, if we want to continue contributing to the ARMA Education Foundation.

We will need to have an accounting audit. Carrie will get in contact with Dave for Fred Pauls.

Zasio will be doing the newsletter again next year.

Things to take into consideration for next year include buying logo pins and dinner meetings.

Talked to Kerry, he's willing to do the web site again this upcoming year.

Charmaine will send out the report this afternoon. We do have money in the bank. We need a board resolution stipulating who has access to the money market account.

#### Awards

Michelle commented how Brenda did an awesome job with her awards presentation for Amity.

#### Library

Steve recommended that we buy more books next year. The suggestion was made that next year, we tie in books/themes into news letter.

#### Membership

Starting in September, the whole board should receive rosters directly.

#### Newsletter

The newsletters chosen for newsletter of the year were the October, December, February and April issues. Amity submitted the forms May 27.

#### Programs

Charmaine will be speaking tonight about taxonomy and classification.

Unfinished business

GNW Conference

In regards to the letter sent regarding the conference, the only response was from John Frost and Tom Killiam. There has been no further discussion thus far on the leadership meeting. Also, there has been no formal response on rescinding 2010 conference.

All are invited to the leadership conference as the schedules will allow. Friday night will be dinner at Leku Ona.

New Board Members for 2009-2010 year are as follows:

- President: Bruce Walters, CRM
- Vice President: Diane Evans
- Treasurer: Charmaine Brooks, CRM
- Secretary: Andrea Santero
- Immediate Past President: Michelle Morrison
- Board Members: Brenda Fralish, Bryan Dodge, Ron Bassett, Amity Highley

The meeting was adjourned at 7:10 AM.