

Board

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

BOISE VALLEY CHAPTER – ARMA International
Board Meeting
September 10, 2009 – 6:45 a.m. - IHOP

Agenda

1. Call to Order
2. Approval of Minutes from August 13, 2009 meeting
Approve Agenda
3. President's Report
 - Boise Photos for Region Website
 - Good Communication from Region
4. Treasurer's Report –
 - a. July-Aug 2009
 - b. Audit of Last Year's Books
5. Standing Committee Reports
 - a. Awards – Brenda Fralish
 - b. Budget and Finance – Charmaine Brooks
 - c. Education and Library – Ron Bassett (what to bring today)
 - d. Membership – Michelle Morrison / Carrie Pasewalk
 - Update on new members, renewals and deletions, 099 Form
 - e. Newsletter – Amity Highley
 - Deadline for October issue – Sept ____, 2009
 - Reflections Article for October – Charmaine
 - f. Nominations – Michelle Morrison
 - g. Community Affairs – Bryan Dodge
 - h. Programs – Diane Evans
 - i. Fall Conference – Dave McDermott
 - j. Official Photographer – Amity
 - k. Webmaster/Website – Kerry McCullough (working on update)
6. Old Business
 - a. Education Foundation Raffle Tickets – Bruce & Dave
 - b. Silent Auction for AIEF in Orlando – Charmaine & Bruce
 - c. Grand Prize Raffle
 - d. Anything else?
7. New Business
8. Adjourn

Meeting called to order at 6:54 a.m.

Michelle moved to approve minutes from August 13th, with two spelling corrections to Michele Nelson's name and Cambria Suites. Motion was seconded and carried.

President's Report

- As mentioned at the last board meeting, Marc Simpson is improving. He has been forthright and is working hard to open his lines of communication. Doug Allen and Trevor Mitchell had spoken to him previously.
- With a joint effort of 3 chapters - Bellevue, Puget Sound and Seattle, the 2010 conference will be held in Seattle.

Treasurer's Report

- July and August ended with a net profit of \$207.
- Brenda motioned to approve the 2009-2010 Budget, motion was seconded and approved.
- Michelle would like to see some guidelines for spending of the Smith Barney account. In the past, some items have been brought up, but never followed through.
- Last year's books have been delivered to Dave McDermott. The financial statement needs to be sent to ARMA at the end of the year. The books do not have to be audited before the 990. It is an informal audit.

Awards

Nothing new

Budget & Finance

Completed and approved

Education & Library

Nothing new

Memberships

- Michelle contacted our newest member, Michele Nelson with Amalgamated Sugar Co. She was planning on coming to the lunch meeting on September 10th. Unfortunately, she did not make it. Michelle will be working with her to help her in her records retention and setting up a system.
- Michelle is working on cleaning up the list in the yahoo account, the membership brochure and promoting items within the chapter level.

Newsletter

- The deadline for new articles is the 18th of September.
- Amity has still been printing 70 copies, but only addressing approximately 60.
- Integra is switching from a full page ad to a half.
- All chapters are not maintaining their own website's, we are one of the few.

- Amity has sent Andrea Bettger her updates for the website and new board members.
- Each board member has chosen a month to write a reflections article that all members can relate to.

Community Affairs

No updates at this time.

Programs

- Discussed that day's (9/10/09) speakers.
- Diane is working hard to make programs more interactive.
- Looking for ways to have more members and guests come to the meetings.

Autumn Conference

- Dave McDermott is in charge of the autumn conference.
- The conference will be held at the URS Building on Friday, November 13th.
- Bruce, Diane and Dave met and Dave has confirmed that Deb Gearhart will be the speaker. Deb has offered to be the speaker at no charge, other than her air fare and hotel. Everyone felt that Deb should receive some compensation and it was talked about that a check for \$200 or so be given to her as the "speaker fee".
- The early registration fee for the conference is \$85, this includes lunch.
- Brochures will be made in black & white, and will be sent to all advertisers.

Raffles/Donations

- We will be raffling tickets for the ARMA International Foundation for next year's conference.
- Still need to purchase \$100 gift for the silent auction. An Idaho theme was suggested and Michelle is checking into shipping wine from Idaho to Florida.
- Grand Prize is ready to go forward. We will have tickets ready to hand out at today's meeting. Rules were published in the newsletter.

Meeting adjourned at 8:26 a.m.