

BOISE VALLEY CHAPTER – ARMA International  
Board Meeting  
March 11, 2010 – IHOP on Emerald

Meeting called to order at 6:53 a.m.

With the correction of a spelling error and the addition of the deadline for the deadline of the Chapter of the Year Award to the Newsletter deadline of June 1<sup>st</sup>, Michelle motioned to approve the minutes, Charmaine seconded, Minutes from the February 11, meeting approved.

President's Report

- Bruce received confirmation from Karen Shaw. She will be our guest speaker for the April meeting.

Treasurer's Report

- January & February 2010 – doing very well, we are in the black by almost \$3,000. The variances look a little odd, but are of no concern. The bank reconciliation is good. We need to be thinking about the budget for next year.

Standing Committee Reports

- Awards – Brenda Fralish – absent - no update
- Budget Update – Charmaine Brooks – no updates
- Education and Library – Ron Bassett – at Simplot – no changes

Membership

- Michelle Morrison – we currently have 35 members. Some are still showing up on the roster, but not showing up to the meetings (cost seems to be an issue). Bruce suggested that we offer to buy dinner for the 099's for our meeting in April. Michelle will extend that offer and contact members that we are not currently seeing, with an invitation to participate in additional meetings & events.

Newsletter

- Amity Highley – Amity - The deadline for the April newsletter is March 19<sup>th</sup>.
- The Chapter of the Year award submission needs to be submitted by June 1<sup>st</sup> as well.
- Michelle will write the Reflections Article for March
- Thank you to IHFA for printing the newsletters!

Programs

- Diane Evans – today is eliminating pst files.
- Next month, Karen Shaw will give a presentation on how to submit records to NARA
- Michelle will check with the Wine Commission to see what would be best for our "Vines and Wines" meeting in June. We need to finalize the location.
- \*\*Diane has been promoted and is transferring to Phoenix after the April meeting\*\*.

Nominations

- Michelle Morrison – with Diane's promotion/absence, Bruce will finish the year filling the president and vice president position.

- Charmaine will have fulfilled her treasurer position at the end of this fiscal year. Michelle will run for treasurer. We need one more board member and vice president.
- It may be a good idea to alter the meeting bylaws to allow more than one person to hold positions from each company. To possibly re-evaluate the office positions as an emergency cause for only the coming year to continue the membership/meetings running smoothly. So anyone can run for any position.
- Change the meetings from monthly to semi-monthly
- Should keep the newsletters going monthly to continue the communications with all members.

#### Community Affairs

- Bryan Dodge – nothing new.
- Michelle thought we could do a food drive for our April meeting. Diane will talk to one of the people she is in Rotary with and will get the information back to Bryan so he can get the information in the newsletter.

#### Official Photographer

- Amity

#### Old Business

- Diane has \$15 gift certificate to Buffalo Wild Wings.

#### New Business

- Mail box pickup beginning in March – Ron gave key to Bruce. They can take turns with Charmaine in retrieving mail.
- Potential for chapter meetings at the Correctional Industries office on Orchard next to IP TV, per Michelle. It's a very nice facility that works with non-profit groups. Michelle is looking into using this room for the Vines and Wines meeting in June.
- Amity will give president's report and represent the Boise Valley Chapter at the post meetings for the April Conference.
- The region website needs to read Boise Valley Chapter Website.

Meeting adjourned at 7:52 a.m.