

June 20, 2007

Attendees: Ken Oldenburger; Jim Phillips; Emily Shrimpton; Paul Washington; Mike Lauzon; Randy Jacobsen; Terrell Les Strange; Richard Gordon; Ann Cummings

Meeting called to order 5:00 p.m.- 3075 Douglas Street

1. Round-table introductions.
2. President's Report – The year started with a strong board of nine, but ended with 4 people. We held 2 luncheons with speakers, and one 1-day conference. All the events received high praises from those who attended. However, due to marketing difficulties attendance was lower than we had anticipated for the 1-day conference. Marketing is being addressed for the coming education year. There is a possibility of hosting a joint ARMA/archives event in the Spring.

Membership is currently around 26, some memberships have expired and are in the process of being renewed.

The national conference focused on the electronic records revolution. Presentations included changes needed to classification systems and processes to align with changes on how business is done. For more information on the conference please see the ARMA Canada website.

The core competencies for RM functions will be released shortly. (Ken is the president of the National Education Committee.)

Goals for next year – planning the 1-day conference for April. Regular, smaller meetings and events.

Other accomplishments – the website is now up and running.

2. Treasurer's Report – Ann MOTIONED to accept the Treasurer's Report as presented by Jim. SECONDED by Ken. All Agreed.

Please refer to the website for the report.

3. Election of Officers – Catherine Wayne and Deb McClintick have resigned their positions due to workload conflicts.

All the following positions were filled by acclamation:

President	Emily Shrimpton
Member at large	Randy Jacobsen (membership renewal pending)
Member at large	Richard Gordon
Webperson	Terrell Les Strange
Program planning	Mike Lauzon
Past president	Ken Oldenburger

Ken will check with Catherine Wayne to see whether she can continue with the newsletter preparation.

Thank you all!

4. Bylaw ratification – Ken MOTIONED to accept the amended bylaws as presented with the understanding that they would need to be amended again shortly. More direction is needed from ARMA International. Jim SECONDED the motion. All Agreed.

5. Feedback from members and guests – Mike stated that he was very impressed with the educational sessions that have been offered.

Randy suggested that there needs to be a better method to manage the contact list. This was discussed and Randy will implement some solutions.

Ken suggested some “brown bag meetings”, perhaps to host some webinars from ARMA International. This will be investigated further.

6. Meeting adjourned 6:10 with networking following.

Next meeting – July 18th at 3rd Floor, 722 Johnson Street