

ARMA Vancouver Island
Annual General Meeting
June 20, 2006, 5:00 p.m.
Collard Room, Swan's Hotel, Store Street

Board Members in attendance:

Ken Oldenburger
Bonnie Walsh
Ann Cummings
Jim Phillips
Jack Choules

1. Introductions
 - Catherine Wayne – Member
 - Craig Maxwell – Guest – Matthews Storage & Fixtures
 - Rob Laundry - Guest – Counter Quake
 - Jane Morrison – Guest – University of Victoria
2. Ken presented the President's Report. The report included a review of last year's goals and next year's goals.

Next year's goals include 2 – 1-day conferences. The second focusing on disaster planning for recovery.

Ken provided an update on the ARMA Canada conference. He felt it was the most profitable conference of the three years he's attended. One of the sessions was presented by Bruce Miller of Microsoft. Bruce talked about Microsoft's Outlook 2007 which will include some records retention features which could be useful for small businesses and home offices. Other sessions that Ken participated in concentrated on data migration. Vendor displays were excellent. Ken will provide a more in-depth conference briefing at the next ARMA chapter board meeting.

Next year's conference is scheduled for Winnipeg.

3. Treasurer's report. Bonnie stated that the income tax forms have all been filed. Jack MOTIONED to accept the financial report as presented. SECONDED by Jim. All ACCEPTED.
4. Minutes from last year's AGM were circulated (minutes are approved at board of director's meetings).

5. Election of Officers – Ken nominated Catherine Wayne as President.

Call for additional nominations from the floor; none were received.

Catherine accepted the position of President-elect.

Bonnie Walsh stepped forward to take the position of Secretary.

Jim Phillips stepped forward to take the position of Treasurer.

Members-at-large – John Stewart, Ann Cummings.

6. Discussion on how to proceed for the next year included conversation regarding:
 - a. Charge more for events, based on the quality of speakers
 - b. Do the planning earlier
 - c. Utilize the web portal from Van ARMA
 - d. Concentrate on supporting small businesses – provide filing tips, etc.
 - e. Partner with another ARMA chapter for library services (sharing books)
 - f. Establish a conference committee
 - g. Establish a membership committee
 - h. Partner with the Archives association regarding issues such a archiving photographs (general public interest)

Ken to contact VanARMA about Jim Coulsen (re: availability as a speaker for the fall).

7. Next board meeting – Tuesday July 4th, 5:00 p.m. at EDS office (meeting changed to July 6th).

Agenda items to include:

Determining leads

Canvassing membership

Contacting small businesses and private colleges