

September 4, 2007

Attendees: Ken Oldenburger  
Emily Shrimpton  
Randy Jacobsen  
Ann Cummings

Regrets: Jim Phillips, Richard Gordon

Meeting called to order 5:00 p.m. (722 Johnson Street)

1. Motion made by Emily to approve Minutes of July 18<sup>th</sup>, seconded by Ken.
2. Treasurer's Report – Report on final event numbers still outstanding.  
Bank statement shows \$3,479.79 as at July 31, 2007  
Cheques received for deposit - \$ 123.61 - ARMA  
30.97 - ARMA  
1800.00 - Tower Software  
Expenses – reimbursement to Ann Cummings of \$125.08 for payment of Canada Post Mail Box rental for 1 year.
2. Program Planning – Emily met with the AABC for further discussion on a joint conference. The AABC has tentatively booked Harbour Towers for April 24 – 26<sup>th</sup>. The tentative plan is to have workshops on Thursday, a reception Thursday evening, speaker sessions on Friday, and a banquet on Friday evening. The AABC annual general meeting is scheduled for Saturday, so ARMA will not participate on Saturday. AABC is interested in doing varied registration packages. AABC is waiting for final approval from their Executive regarding ARMA bringing in corporate sponsors.  
  
Cost sharing between ARMA and AABC still need to be resolved. Some considerations are: how many speakers and workshops does AABC want us to provide? How many volunteers will ARMA be providing? How much of the event costs will the corporate sponsors cover?  
  
Emily will be meeting with the AABC again later this month.
3. Marketing – Randy has all email addresses listed in SPORG. However, SPORG does not have database querying ability. A spreadsheet or database will need to be created if that is a capability that we want to have.
4. Membership – Tabled to next meeting.
5. Partnerships – AIMM and EPICC both have one-day conferences coming up soon. There was discussion on whether we can provide a link to their websites for these learning opportunities.

6. Education – Webinars - Mike and Ann are still reviewing webinar Sessions. Mike has confirmed that a boardroom at Jutland could be used, but will need to confirm on whether a monetary charity donation can be accepted. Ann to report out on some webinar choices later this week.
4. Other Business – Ken has been named Chapter Member of the Year. Congratulations Ken.

Space in the chapter leadership training is still available at the Baltimore conference.

5. Next meeting – Thursday, September 27, 5:00 p.m. 722 Johnson St.  
- Major topic: joint AABC Conference planning