

ARMA VI Minutes
February 3, 2009

722 Johnson Street, Victoria

Attendees:

Ken Oldenburger
Emily Shrimpton
Jon Weston
Jim Phillips
Terrell Les Strange
Leonora Casey
Ann Cummings

Meeting called to order 5:00 p.m.

1. Minutes of December 4th (joint Vancouver/Victoria ferry meeting) were approved by Emily, seconded by Terrell.
2. Treasurer's Report – Balance as at January 31, 2009 is \$7329.54. Outstanding cheques include Emily's Los Vegas travel reimbursement, reimbursement to Leonora for printed materials ordered from ARMA International.
3. Program Planning:

2012 Bid – The Victoria Conference Centre is very excited about the prospect of being the host centre and have provided a Tourism Victoria publicity package for use in our 2012 Bid. The conference centre has provided tentative dates: June 2 – 8 or June 9 – 15.

Emily will prepare the bid presentation. Emily and John are planning to attend the Canadian conference in Edmonton and will present our bid for 2012.

Conference themes were discussed during the December meeting and are listed in those minutes.

Wining about records: Jon has volunteered to be part of the planning group for this joint conference scheduled September 23 – 25 in Kelowna. Jon is following up with the group to see what is expected of ARMA VI.

Future local sessions: There was discussion around the need to host local presentations and events as these are our best revenue sources. Ann and Ken to

begin ground work on an erecords session – how to manage electronic records without an EDRMS; identifying and recognizing structured records.

Lessons learned from last event: Event went well with a new audience base. There was an issue around amount of food and whether it was just enough, needs to be raised if UVIC is used again. Otherwise the venue was good.

Survey has not gone out yet. While it is a bit late, Ann and Ken will prepare the email filing decision chart and attach it to the survey.

4. Website contest – Results received back from ARMA International stated the website needs more content, especially around education. Some suggestions were put forward around how to link the website to other education sites. Jon to follow up. Ann will forward to Jon the recent ARMA presentations for posting.
5. Logo Redesign – more discussion on a new design. Jon will contact the vendor for another mock-up and price.
6. Next meeting – Tuesday, March 10th at BC Ferries, 3795 Carey Road.