

ARMA VI Minutes
July 15, 2010
548 Michigan Street, Victoria

Attendees:

Jon Weston
Pearl Wilton
Ann Cummings

Meeting called to order 5:00 p.m.

1. Last month's minutes were not presented for approval. Will be tabled to next meeting.

2. Treasurer's report not available.

3. Program Planning:

– 2012 Canadian Regional Conference – nothing new to report.

- Wine-ing about Records: Planning group met via conference call this morning. The final agenda is being posted. Registration has been open for about two weeks. Approximately \$10,000 of vendor sponsorships are registered. There is some concern being expressed that the registration rate for delegates is too high. Jon will suggest that a student rate be made available for groups of students to make it more attractive for students

The next step is to seek out volunteers; a list is being compiled of what tasks need to be covered.

A public relations professional from the Vancouver Chapter will assist in advertising keynote speakers.

Jon suggested that a paragraph be posted to our web to highlight Wine-ing about records and also to clarify that other events would be put on hold until after this conference is completed.

4. Marketing – small business networking is being tabled until after the joint conference.

- Sharepoint 2010 – the final bill from Ambrosia is \$516.31 which is somewhat higher than initially expected. The increased bill is due to additional coffee and cookies being provided

5. Communication - Emily is working on the media list.

6. Next meeting – Next meeting scheduled for Thursday August 26, 5:00 p.m..
Location to be determined (likely 548 Michigan St).

Meeting adjourned 5:40.