



ARMA Vancouver Island Board Meeting Minutes

Thursday 16 December , 2010, 5:00 pm
548 Michigan Street

Present: Leonora Casey, Emily Pike, Jon Weston, Pearl Wilton, Ken Oldenburger

The minutes from the last two meetings are approved with the exception that Mary Colack s/b "Colak". Reminder that Board Minutes are posted at armavi.org

Treasurer:

Current balance: \$2821.39

Jim Phillips paid his chapter fees in cash. Emily will contact International about taking him off the list.

We received \$4000 as a pre-cheque from Whining – final balance and payout is pending final balance of Whining books. We still haven't received our \$500 ARMA Canada speaker grant from Steve Neilly.

Jon asks for \$743.07 to cover the costs of his flight and hotel to Whining About Records. Emily asks for the same. Previously approved by board – Ann Cummings not available to provide 2nd signature on cheque so Emily and Jon will meet with her under separate cover for dispensation.

Emily submits for refund for Moo Cards and replacement file box.

Program Summary:

2012 Conference

John Bolton and Sandra Bradley have been selected Co-Chairs for the 2012 conference. Emily hasn't contacted Tourism Nanaimo yet regarding our booth at 2011. Tabled for now until it becomes apparent who is in charge of this. Emily has a copy of the contract with the conference centre.

Whining About Records

Awaiting final close of books and cheque.

First Nations Event

Jon has emailed Sandra Dunkin (ARMA Vancouver president) and is awaiting a response.

Small Sessions

- Leonora mentions "Proactive release of information" as a topic for a poster session or something
- Rick Sterling (Western IM) might be able to drop in to Victoria to present GARP in late January. UBCM and CivicInfo would be able to publicize and IT, Finance (familiar with GAAP), Legal need to get marketed to. Ken will check with Rick to see what his timing is like – January is likely too soon for us to get this all together.
- Leonora will talk to Kathleen Ward (head person in govt) about doing a lunch-and-learn for her branch about ARMA. Jon will bring Leonora the half-booth.

Brochures:

Emily will look into the brochures. They can be distributed at Camosun and VIU. Jim will dig up the remaining brochures he has from 4+ years ago.

Membership:

099 List has been eradicated!

Education:

Ken will double-check to see if he's done the online leadership course and if not, he'll take it. Jon has started the course. Emily will send the link to the course out to all chapter members – not only does it benefit the member by taking the course, but it could benefit the chapter by attracting grant money that goes to the chapter with the highest percentage of members who have taken the course.

Communication:

Other:

Next meeting: January 13