

ARMA Vancouver Island
Annual General Meeting
June 29, 2011, 5:00 p.m.
Bard & Banker – Kennedy Snug

Attendance: John Bolton, Jim Phillips, Darcie Wentland, Jon Weston, Pearl Wilton, Stacie Barclay, Nancy More, Emily Pike, Ken Oldenburger, Leonora Casey

Meeting opened by Emily Pike

Agenda approved

Treasurer's Report: \$5600, up from \$3000 last year. JB suggested that we include a \$1000 line item in the budget for 2012 Conference odds & ends to start with. Due to the Canada Post strike we were unable to provide the report for approval at the AGM.

2012 Regional Conference Update: JB gave a report on the individuals involved in the various positions, the conference centre, the program plans (including a First Nations focus for some sessions), local event planning, vendor relationships, logo, etc.

2011 National Conference Report: JW, KO, LC and JB attended. KO & JW volunteered to cover registration & ARMA VI covered their flights. JB & LC were covered by ARMA Canada. Excellent program set up and networking. The 2012 Regional Conference Booth was well visited. JB, JW and several ARMA Vancouver folks manned the booth.

2010 Whining about Records Conference Report: \$8343.78 earned by each of the three chapters.

Donna Coward has been maintaining a scholarship from the old Island Records Management Association (IRMA) that she may sign it over to ARMA VI.

ARMA VI Brochure: Still in development. Once complete, needs to be approved by international and then it will be ready for the board to review/approve.

Membership: Currently 35 Members, up 9 from last year.

099 success & failure: Four 099's were transferred to ARMA VI, one has re-099ed since then.

Motion: If a new member in our area signs up and does not select a chapter (i.e., 099), we will automatically transfer them to ARMA VI for the first year of their membership.

ARMA/FN MOU joint conference: Pending information from ARMA Vancouver

Discussion: Options for seminars over the next year. Sharepoint. GARP. Web Seminars. IT 101 for Records Managers. RIM 101 for IT. Shredding day in April which is RIM month - could add early bird registration during the process. Tours of Access facility.

AEIF Silent Auction – Donations for 2011 Conference raised \$110.

Access Records will be storing our electronic and hardcopy records. Anne will add whatever electronic records are necessary to the thumb drive which will then be stored on Access' e-storage.

Website needs the minutes to be updated: www.armavi.org for email addresses of board members and JB.

Yearly awards reminder: July 1st

Chapter Operations documents – Canada Region to develop some standardized documentation. Each chapter is asked to submit their documents. E.g., policies, job descriptions, etc.

Elections: JW (president elect & web-master), EP (president-again), LC (treasurer), PW (member at large & vice-treasurer), Ann Cummings (secretary if she willing), KO (member at large & vice-secretary), NM (member at large), JP (member at large), DW (member at large),

Next board meeting: July 28 548 Michigan Orca Room