



# ARMA Vancouver Island Board Meeting Minutes

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Thursday December 17, 2012, 5:00 pm  
4 Mile Pub

Present: Annette La Fave (Webmistress), Ken Oldenburger (Secretary), Jon Weston (President), Pearl Wilton (Treasurer), Bill Kitchen, Chance Dixon

Absent: Leonora Casey, Stacie Barclay, Ann Cummings, Nancy More, Vivian-Grace Ostan (Vice-Secretary), Jim Phillips, Emily Pike (Past President via skype)

## Call to Order

Agenda approved with some items added. Minutes of November reviewed and approved with changes (Vice President is actually President Elect and Annette attended via skype). Ken will resend minutes to Annette for posting.

## Board Educational Presentations

None

## Finance

Treasurer report: Bank Balance \$12,146.08. \$12,201.08 including outstanding cheques.

Action: Pearl: Income Tax return for HST recovery. Still in progress.

Action: Pearl will open the American account and Canadian premium savings account when the new year begins.

Action: Pearl will respond to Ken and Jon's review of the 2012 financial report.

## Program Reports and Planning

### Marketing

Annette talked to Douglas Magazine about possibly publishing an article or series of articles. It is a possibility, but the articles will need to be submitted for consideration. Annette and Jon reviewed ARMA Intl. and ARMA Calgary for articles. Action: Annette identified one article that may be suitable. She will pursue the possibility of reprinting it by talking to the author.

Pending Action: Jim needs to talk to Chamber of Commerce for a source of advertising or business calendar or presenting at a mixer. Action: Jon will try an end run around Jim to get a name.

Action: Jon will send out an email to our members to see if there is interest in organizing a weekly blog, perhaps in cooperation with ARMA Vancouver.

### Membership

39 Members + 2 099

### Partnerships

## Education

ARMA Vancouver: The Principles 1/2 –day event hosted by Bradley/Carlisle. They are not available.

Full day session in Nanaimo: Ken can do The Principles presentation. Jon can do some RIM 101. Then have a panel. Action: Jon to try to bring Sandra Dunkin over. Action: Pearl will talk to Mediation Lawyer - Trish Krumpf. Action: Ken will put together a tentative schedule. Action: Jon will talk to FN in Port Alberni or municipalities up island to see what topics would be valuable to them.

Pending Action: Leonora and Annette will work on a communication plan for Elizabeth Denham.

## Other

Pending Action: Pearl, Leonora and John Bolton will work on the procedures.

Pending Action: Ken will talk to Sharon Froud.

Terrell Les Strange may return as a member at large, but is taking her CRM and is too busy for more.

## Next meeting

Time: Thursday, January 17, 2012, 5:00 pm

Location: 548 Michigan