

ARMA (VI) Vancouver Island  
Annual General Meeting  
June 17, 2008  
(location: Fernwood Inn)

Attendees:

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

Meeting called to order 5:30 p.m.

1. Motion to accept the Minutes of May 21, 2008 made by Emily, seconded by Jon.
2. Treasurer's Report – A full report outlining all income and expenses for the year was presented. The current bank balance is \$2158.34. This includes payment of all expenses for the April conference and payout of the AABC portion of the receivables.

There is an outstanding invoice for Ken's accommodation at the national conference in Fredericton.

3. President's report and items arising out of the Leadership Conference

Emily presented our brag bag from the Fredericton conference– we have the distinction of being the 2<sup>nd</sup> smallest chapter. However, by ARMA standards our educational events are well attended.

There is an interest from Canadian Regional that ARMA VI apply for the 2012 Canadian conference. Leonora spoke on behalf of Canadian Region and explained that the conference planning is done by them. The local chapter has limited involvement and their main task is to supply the volunteers and plan the social events.

Leonora explained that it takes about 30 volunteers, minimum, to run a national conference. The meeting discussion then turned to membership issues.

Our current membership is 25, one down from last year. In order to increase

our membership we will be utilizing the services of Valda Stephanie to assist with writing articles for the newsletters. Catherine Wayne will continue formatting the newsletters for distribution.

One suggestion was to market ARMA to the privacy staff in the provincial government by forwarding articles to them relating specifically to their jobs.

John also indicated that he's working with several organizations in establishing proper RM systems. Marketing ARMA to these organizations may also result in some new members.

ARMA Canada expressed concern about the design of our ARMA VI logo as it is too close to the International logo. Emily suggested that as part of our 5-year celebration the logo be redesigned.

Cost of memberships is going to be standardized across the Canada Region. This will help eliminate the '99' list (members that don't belong to a chapter).

Information sharing across chapters was also discussed. This would be another way to provide new and fresh material for members by linking to other chapter websites via the ARMA Canada site.

4. National conference debriefing:

This was the 40<sup>th</sup> year of ARMA Canada and it was the best yet according to Ken, Emily, and Leonora. The speakers and presentations provided many practical seminars. The facilities, social events, and networking opportunities were excellent.

The Core competencies were made available along with a self assessment for members. ARMA Canada has created an online leadership academy and is offering \$1,000 for a chapter, funds to be used towards attending the Las Vegas International conference in the fall. The online assessment consists of 5 sessions each 40 minutes in length.

– Future conference and event planning

Discussion around national conference possibly held jointly with ARMA Vancouver in 2012.

Planning for a joint ARMA Vancouver/ARMA VI meeting in October on board a BC ferry.

Jon will look at survey monkey to see whether we can easily use it to send out a survey/questionnaire to our members to solicit input on future events or suggestions for speakers.

Suggestions for the coming year:

- 2 smaller conferences
- build membership, personalize the marketing
- more luncheon sessions, e.g. follow up on the Patriot Act, RM competencies (invite HR community)

6.. Election of Officers

No nominations were received.

All current board members accepted their current positions, with two members-at-large appointed:

Emily Shrimpton – President  
Jim Phillips – Treasurer  
Jon Weston – Webmaster  
Ann Cummings – Secretary  
Ken Oldenburger – Member-at-large  
Terrell Les Strange – Member-at-Large

All members were in favour of the above.

7. Next meeting – July 15, 5:00 Temple Restaurant 525 Fort Street