

April 9, 2008

Attendees: Ken Oldenburger  
Emily Shrimpton  
Jon Weston  
Jim Phillips  
Ann Cummings

Meeting called to order 5:00 p.m. (722 Johnson Street)

1. Motion made by Emily to approve Minutes of February 26, 2008, seconded by Ken. No minutes taken at March 19<sup>th</sup> meeting as the meeting was devoted to detailed conference planning discussion (only three board members in attendance).
2. Treasurer's Report – Income tax statement will be submitted by month-end. Profit & Loss Statement presented shows a current balance is \$10,997.37. This includes the fees being paid by conference registrants while conference expenses have not been invoiced yet.
3. Program/Conference Planning – About 90 people currently registered via SPORG. A number of sponsors are hosting coffee breaks. 5 vendor tables have been sold.

Financial statements relating specifically to the conference will need to be prepared immediately following the conference.

Due to the lack of volunteers, the ARMA materials will be placed onto Jim's vendor table.

The organizing committee recommended that handouts not be printed and provided. Handouts will be posted on the web ahead of the conference date and participants can print those that they choose to. ARMA has agreed with this green initiative.

Ann and Emily will take pictures at the conference. Emily will provide opening closing remarks on behalf of ARMA VI at the reception.

The speaker's grant application was due for submission before April 1<sup>st</sup> but will be submitted anyway.

4. Attendance at ARMA National in June – Ken has been reimbursed \$955.85 for his airfare expenses.
5. Other – Alexandra Bradley has asked for feedback and issues to take to the National conference. Our main issue is how to attract membership in order to get a new board and establish some volunteers.
6. Next meeting – April 21, 2008:

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Meeting adjourned – 6:45 p.m.