



ARMA Vancouver Island Board Meeting Minutes

Thursday May 26, 2011, 5:00 pm
548 Michigan Street

Present: Emily Pike, Pearl Wilton, Leonora Casey, Ken Oldenburger, Jim Phillips, Ann Cummings

Call to Order

Minutes of previous minutes reviewed and approved.

Finance

Treasurer report – \$7,550.78 balance; including the deposit of the final \$5,783.52 from the Whining about records conference..

Ken asked for funding for himself and Jon to attend the conference in PEI. The combined costs are estimated at:

\$2,164.46 – air
\$1,802.85 – hotel

Emily motioned that the air for \$21,64.46 be reimbursed. Seconded by Jim Phillips.

Emily talked about various awards that are available. There was discussion on whether we wanted to nominate ourselves. These are due in July.

Program Planning

Whining About Records

Finances have been wrapped up and final cheque has been received. This project is now complete and deemed a huge success.

Canadian National Conference – Silent Auction Items

Jim is purchasing the Merridale Cider and Ken bought the ciders from Sea Cider. Emily is donating a piece of jewelry.

2012 Regional Conference

There are still 2 chair positions open for the 2012 conference.

The 2012 brochure is drafted and ready for review.

Partnerships & Membership

ARMA/FN MOU Mentorship Program

This project is stalled based on lack of available funding on the First Nations side.

Emily will notify ARMA International that Jim's membership needs to be moved to ARMA VI and off the '99 list.

Education

Emily reminded everyone to work on the online leadership course.

Other

Minutes need to be posted on the website along with an invitation to all members to attend monthly board meetings. It is hoped that this would encourage other members to put their names forward for nomination to board positions.

Access Records needs the signatories for the ARMA records in storage at Access.

AGM & Next meeting

The date and location for the AGM is still tentative based on availability of current board of directors.

Emily motioned that the Chapter spend no more than \$100 for refreshments for the AGM. Seconded by Ann.