



# ARMA Vancouver Island Board Meeting Minutes

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Thursday October 27, 2011, 5:00 pm  
548 Michigan Street

Present: Jon Weston, Leonora Casey, Ken Oldenburger, Pearl Wilton

## Call to Order

Agenda approved.

Minutes of September 22, 2011 reviewed and approved.

## Finance

Treasurer's Report: \$7069.42 reconciled balance. \$100 outstanding invoices.

Jon to be paid back expenses for Mountain Pacific Summit in Kelowna: \$363.95.

Ken doesn't have his receipt for the flights: it's somewhere about \$650

Year End Financials: pending.

## Program Planning

2012 Regional Conference: Some reporting. We have sample soap Nanaimo Bars from Pearl's daughter.

### Webinars

October 26<sup>th</sup> – 10 people – webinar was ok, discussion was very good, venue was good.

Might try to do a webinar on social media for early December/late November.

## Membership

36 members.

## Partnerships

Brochure was lost when Emily's laptop was stolen.

Shredding Day: October 14<sup>th</sup> at Tillicum Mall. Unfortunately, Ken was unable to attend.

## Education

## Other

Washington DC 2011 International Conference: Leonora - more focus on GARP and SharePoint.

Awards: ARMA VI did very well as did all of Canada.  
Chapter Innovation Award Small Chapter  
Honorable mention small chapter website  
Small Chapter Membership growth  
Award of Merit - Bronze - certificate to go with the rest

Pearl is authorized to have access to the ARMA VI records in Access.

Motion to establish chapter procedures re: chapter records (custodian and destruction) (continued hold)

### Next meeting

November 24, 2011 – Jon will see if Stacie has a venue for us.