

WYOMING CHAPTER
Association of Records Managers & Administrators
Board Meeting Minutes
Laramie Co. Library-Windflower Room (3rd Floor)
2200 Pioneer Ave., Cheyenne, Wyoming
April 27, 2010

Note: These minutes are abridged.

Members Present: Mary Bausserman, Donna Crock, Wendy Kinkade, Debbie Leonard, Pat Newbern, Barb Thomasee, Tim Tyler

Meeting was called to order: By President, Pat Newbern at 11:45 a.m.

Minutes: Donna Crock motioned to accept the March 23, 2010 Board Meeting Minutes and the April 9, 2010 General Meeting Minutes. Seconded by Tim Tyler. Motion passed.

Financial Secretary's Report: Donna Crock presented the April 2010 Treasurer's Report with checking account deposits of \$690.00, disbursements of \$6,926.74 (includes \$6,200.00 transferred to share savings), with a balance of \$2,660.30. Including Term Share accounts investment and savings balances ending April 27, 2010 the balance was \$20,532.23. Donna also presented the final March Seminar report and the April Disaster Workshop totals.

Education: Barb Thomasee reported she and Pat are reviewing the 18 applications received and will e-mail the board with their recommendation.

Membership: Tim Tyler reported the chapter membership is 29. Several members will not be renewing.

Programs: Wendy Kinkade reported everything is set for the May 11, 2010 Chapter meeting at Uncle Charlies with Frank Drake, Cheyenne Census Manager, giving a presentation on the 2010 Census.

After discussion it was decided the banquet would be June 3, 2010. Donna will call Sanford's to reserve the basement. Mary Bausserman motioned the chapter will pay \$10 toward each chapter members dinner. Seconded by Donna Crock. Motion passed. Barb Thomasee motioned to allow Donna to

buy plaques and awards for the June banquet. Seconded by Mary Bausserman. Motion passed.

Newsletter: Mary Bausserman reported she needs Pres Talk and she would like to add a From the Wyoming State Archives section to the newsletter. Mary also would like to send the newsletter for the ARMA International newsletter contest.

Website: No report.

Old Business: Pat Newbern reported the RIM month workshop was well received and had good reviews. There was discussion on a possible joint workshop/seminar co-hosted with Archives in observation of History Month (October).

Donna presented the proposed new board and would like new board members to attend the next board meeting.

Donna requested volunteers for the awards committee. Mary Bausserman volunteered and Donna will talk to Tony Adams. May 14, 2010 is the deadline for nominations for Chapter Member of the Year.

New Business: There was no new business.

The next board meeting will be May 25, 2010 at Donna Crock's house, 2618 Van Lennen Ave.

The meeting was adjourned at 12:55 p.m.

Respectfully Submitted by:
Debbie Leonard
Secretary