

WYOMING CHAPTER
Association of Records Managers & Administrators
2618 Van Lennen, Cheyenne, Wyoming
May 27, 2009

Note: These minutes are abridged.

Members Present: Mary Bausserman, Ramona Christensen, Donna Crock, Bob Curtis, Wendy Kinkade, Debbie Leonard, Pat Newbern, Barb Thomasee, Tim Tyler, Deanne Widauf, Rich Wilson.

Meeting was called to order: By President Pat Newbern at 11:59 a.m.

Minutes: Rich Wilson made a motion to accept the board meeting minutes of April 28, 2009 and the minutes of the May 21, 2009 General Meeting. Seconded by Bob Curtis. Motion carried.

Treasurer's Report: Ramona Christensen presented the May 2009 Treasurer's Report with checking account deposits of \$35.00, disbursements of \$1,079.77 with a balance of \$11,452.80. Including Term Share accounts investment and savings balances ending April 28, 2009 the balance was \$22,894.41.

Education: Barb Thomasee reported that the 2 UW students have registered up and their scholarships have been sent to the University. She is still waiting for Western Wyoming College to notify her of the final scholarship recipient's registration. Barb will follow-up on this.

Membership: Tim Tyler reported there are 4 memberships expiring in June. Barb has done the paperwork for renewal. There was discussion about continuing the Tony Award. Donna Crock moved to approve continuation of the Tony Award for the 2009-2010 Chapter Year. Seconded by Tim Tyler. Motion carried. Donna will update the website.

Programs: Wendy Kinkade reported she has a contact person at Echostar and will try to schedule a tour for November. Pat will check to see when the ARMA President will be coming in September so we can arrange our meetings around her visit. Janie Wait will possibly do a presentation in September. Other options include Disaster Recovery, Game & Fish Licensing System and Martin Zimmerman from the State Engineer's Office.

Wendy and Donna reported that the April cooperative meeting with the Northern Colorado ARMA Chapter had a very nice PowerPoint presentation of how the Rawhide Power Plant works, Paula Sutton spoke about the changes in the plant's records program, She had a PowerPoint presentation with pictures of before and after, and those attending the meeting finished with a tour of the Rawhide plant.

Newsletter: Deanne reported she is waiting for Pres Talk. Donna is getting pictures from the Rawhide tour and will submit to Deanne for the newsletter. The newsletter will be put out after the June 2nd banquet.

Website: Donna reported she will be updating the website.

Old Business:

Leadership Conference: Pat asked if anyone else would like to go to the Leadership Conference. Pat, Donna and Bob will be attending. Rich Wilson made a motion to provide funds for Pat, Donna and Bob to attend the Leadership Conference. Seconded by Mary Bausserman. Motion carried.

New Business:

ARMA Chapter Member of the Year will be announced at the June 2, 2009 banquet.

ARMA Conference: Pat reported she received a request for silent auction items for Orlando. Last year the silent auction earned over \$10,000. Ramona Christensen made a motion to arrange/pay airfare for the ARMA Conference for Pat and Rich and Rich will reimburse the chapter. Seconded by Bob Curtis. Motion carried.

The next board meeting will be Aug 25, 2009 at Donna Crock's house.

There being no further business the meeting was adjourned at 12:45 p.m.

Respectfully Submitted by:
Debbie Leonard
Secretary