

BOISE VALLEY CHAPTER – ARMA International
Board Meeting Minutes
September 11, 2013

1. Call to Order 4:39
2. Approval of Minutes from May and Transition Meeting – Bruce motioned to approve per corrections – all approved
3. President's Report – Busy summer, Amity & Wayne attended Leadership. Leadership was very good.
4. Treasurer's Report – September 2013 – received Western Recycling's ad renewal check.
5. Standing Committee Reports -32 members 5 - 099 members.
 - a. Membership – Carrie
 - Update on new members, renewals and deletions, 099 Form
 - b. Newsletter – Amity
 - Deadline for October Issue is September 20th.
 - Reflections Article for October – Bruce (already submitted) – deadlines are noted on the back page of the newsletters now
 - Advertisers – Renewals Update – Western has renewed, Cintas will renew, and we have not heard from Downtown storage - Andrea will call Denise. Amity will contact Integra.
 - c. Programs
 - October – John Frost will speak on the challenges of managing information hard copy vs. electronic documents. Meeting at URS
 - November – e-mail archiving at Simplot – Meeting at Park Plaza
 - December – Christmas Party – Dave has the Santa outfit and would like someone else to take and store it.
 - May – Region Visit – Jenny Winkler
 - Legal counsel NARA - March or April
 - Pat Vice has offered to speak at one of our meetings.
 - Andrew SanAgustin has offered to speak on any topic.
 - Matthew Rice has offered to speak on social media.
 - d. Community Affairs – Dawn and Jerry – Andrea will get MANA Services contact information to the board. Bruce will give Jerry and Dawn Oscar's contact info for flag rising.
6. Old Business
 - a. Fall Conference – it's been decided not to have one.
 - b. Region Conference - estimate March 14-15 or March 21-22

7. New Business
 - a. Vice President Position – Bruce motioned to agree to allow Amity to appoint Jerry as Vice President. All approved.
 - b. Chapter By-Laws revisions – Membership - Terms of Office and Restrictions - Need to change the By-Laws to follow the new membership levels. In the By-Laws – need to add section 6 – The Board of Directors reserves the right to suspend section(s) of the bylaws for the continuity of the chapter. And will revise article VIII section 3 regarding dues.
 - c. Brenda's name needs to be added to the past president plaque for 2012-2013

8. 9. Adjourn – 5:24pm