

GWDC ARMA BOD MEETING

May 6, 2014

In attendance:

Darren Bruening

Paula Blake

Rahim Briggs

Susan Brown

Chris Glasper

Sabrina Monroe

Mark Moore

Leanne Peterson

Averi Roberts

Ashera Stanton

The meeting was called to order at 12:02 pm with a quorum. The April minutes were approved with one addendum. The actual date of the ARMA road show is actually May 9, not May 8, as we were originally told.

MEMBERSHIP – BMS- CAT and Paxton are sponsors for May, and invoices have been mailed to them. Paxton's URL is needed to update the Evite. Sidley Austin asks if we have any special requirements. Brian McCauley and Rudy Moliere are speakers. Brian will need projectors, computers and microphones. Does Sidley have in-house catering?

PROGRAMS – Our April program was well received. The speaker's background gave us a broader view and good insight.

May's topic is "Selling the Rim Program." June's is "People Skills". BOD members will make calls to promote the meeting. Our name recognition depends on program attendance. We will post our meetings on ListServ

The May 9, 2014 ARMA Road Show, "Becoming an Information Professional", has 11 registered attendees.

TREASURER – Our 990 form is due in July.

Checking - \$5,916.33

Investment - \$17,259.54

PayPal - \$5,186.42

Cash - \$50

We have had lower attendance at meetings and more credit card payments, which have fees attached.

WEBSITE – A link will be added for the Records Management ListServ. A page will be updated for the ARMA Road Show. Chapter meetings will be constantly updated. We have submitted an application to be considered for Website of the year. Our Webmaster has offered to take on social media platforms: Facebook, LinkedIn, Twitter, and Smart phones. Membership has declined by 10%, so we will leverage social media to grow our membership. Our website has been easy to update.

MID-ATLANTIC REGIONAL CONFERENCE - NOVA Chapter is sponsoring this event at the Holiday Inn, Chantilly, VA on June 13 and 14. There will be a pre-conference CRM seminar.

Break-out sessions were excellent last year.

JUNE 18 MEETING PREVIEW- Bryan Cave is hosting and the topic will be "People Skills". Sponsors are not confirmed, but we will contact Space Savers and Total Document Solutions. We will have our Election of Officers for 2014-2015 and give out awards. We need names of potential candidates since 3 or 4 BOD members will not be returning. Submit them to the President.

The meeting was adjourned at 12:51 pm.

Respectfully submitted,

Secretary, GWDC ARMA