

GWDC ARMA VIRTUAL BOARD OF DIRECTORS MEETING

Tuesday, March 4, 2014

In Attendance:

Darren Bruening

Paula Blake

Rahim Briggs

Susan Brown

Chris Glasper

Leanne Peterson

Averi Roberts

Ashera Stanton

The meeting was called to order at 12:06 P.M. with a quorum.

MINUTES – The February 2014 minutes were approved.

PROGRAMS – There will be a few changes to the Spring Seminar brochure. We need vendor give-a-ways, particularly binders or folders. Our website needs to be updated for navigation to seminar and speaker page. The EVITE needs to go out ASAP and should include a hyperlink for registration. Sponsor detail can be added later. Our EVITE and registration are not linked, but need to be. Seminar info needs to be added to List serve, Linked-in, and Face Book. We should all promote the Spring Seminar on our linked-in/Face Book pages. We had two winners for complementary Seminar registration.

The speaker for April has been lined up.

MEMBERSHIP – We have locations lined up for the rest of the year, but need sponsors. Proof Point and Paxton are confirmed sponsors, as is Archives System, whom we will use where needed most.

TREASURER - Checking (Bank of America) \$5706.34

Investment – \$17,258.97

PayPal - \$3404.31

Our EVITES don't show who has paid via PayPal. We will add "please print and bring receipt with you" on our PayPal link.

WEBSITE – Updates will be made to Spring Seminar presenter/registration pages. The early bird registration will be revised to March 21 and those who use PayPal will ask that they bring a copy of their receipt to meetings.

Our old website needs to be taken down. We need access codes from John Minturn or ask if ARMA Mid-Atlantic can take it off their server. We need to determine if we are still paying any fees for the old website.

We may need volunteers at the Spring Seminar.

The meeting was adjourned at 12:57 P.M.

Respectfully submitted,

Secretary, GWDC ARMA