

**Florida Gulf Coast ARMA Chapter
Approved Minutes for the
Board of Directors Meeting
November 12, 2019**



Meeting called to order at 10:42 a.m. at Pinellas County Clerk's Office.

Members Present: Peggy Meinhardt, Susan Patterson, Chris Parker, Debbie Gantt, Kimberley Ingram, Eric Turn.

Minutes: October minutes approved. Peggy asked if there were any comments about the October meeting? Chris stated the only item that was still open was a breakfast meeting time and location if the board still wanted to have one. Peggy stated that it was a good idea and we should still look into having one. Peggy suggested someone try to find some place to have a morning meeting and suggestions of a time were 9-9:30 am. Peggy stated we still have the month of March open for a location and speaker. Kim suggested maybe having the meeting at Top Golf. Chris asked if they have meeting space there. Peggy stated that we need to talk of this in the Program Area. Motion made by Debbie, seconded by Eric.

Treasurer Report: Chris presented the treasurer report thru November 11th with the ending balance of \$15,234.79. Chris stated that we had been reimbursed the \$108.00. Peggy mentioned that she and Chris had gone by the bank and mentioned Chris going on the bank website and posting payments and the different reports that could be run that may be useful. Motion was made by Susan to accept treasurer report seconded by Debbie.

Chris stated that they had gone by the bank and removed Donna' name from the account and added Peggy' name. Chris stated they had spoken with a representative at the bank about opening two CD's in the amount of \$5000.00 at a better interest rate rather than having one larger one at a lower interest rate. Motion made by Kim to open two \$5000.00 CD's seconded by Debbie.

Membership: Peggy stated that she had downloaded the membership report and imported it into Star Chapter. Peggy thought the membership count was at 51.

Planning Education Schedule: Peggy stated that last month we had talked about moving the meeting in March to the 19th. Kim will check with Top Golf about booking the location and maybe the cost. Time frames were discussed along with having some vendors talk about their products and network. Peggy stated that 5:30 was not a good time and maybe a better time would be 4-6 pm. Peggy mentioned the Holiday Meeting at the Columbia Restaurant and that she would be sending out the email notifications. Eric stated that he was reaching out to Eric Stavola again in April 2020. Eric said he has four potential speakers lined up. Peggy said she would check to see if the registration page is shutting down too early. No one being able to register the day of the event.

Marketing: Debbie stated she had tried setting up the newsletter on Star Chapter but could not figure it out. Debbie stated she then went on publisher to set up the items. Debbie stated she needed a Presidents letter from Peggy and also the Tenure Awards from John and Save the Dates information.

Regional Update: None.

Chris stated that he had been on the Regional Conference call the other day with Anita but did not realize what was expected of him being on there. Chris said they expected a report and updates of what was going on in our chapter and different suggestions and ideas of making the chapters more appealing to join and come to meetings.

Old Business: Peggy stated that the conference is still in need of vendors and that if anyone had any contacts through their business to ask if any of their vendors would like to participate. Peggy stated they were starting to work on the food menu and that so far 23 people were already registered. Peggy mentioned that the hotel payment would be coming up in the month of December.

Chris stated he was looking at last years Shred Day flyer and just modifying it for the website. Peggy stated she would talk with her people at work to help with getting the information out there. Site suggestions were Spectrum, Comcast, Newspaper, and Radio.

Peggy stated that she had reached out to Reggie and that he had responded but she still did not know what was going on. Peggy stated that we did need to start being proactive on trying to recruit someone to take Reggie's place on the Board. Peggy mentioned getting things better organized this coming year for the voting ballots on vacancies that would be coming up.

Recent presentations need to be uploaded to the website. Peggy stated she has John's and Eric said he would get Eric Stavola's.

New Business:

Motion to Adjourn made by Debbie, seconded by Chris.

Meeting Closed at 11:26 a.m.