

**Florida Gulf Coast ARMA Chapter  
Approved Minutes for the  
Board of Directors Meeting  
May 20, 2020**



**The virtual meeting called to order at 10:08 a.m.**

**Members Present:** Peggy Meinhardt, Michelle Crews, Reggie Kekuewa Jr., Susan Patterson, Chris Parker, Debbie Gantt, Kimberley Ingram, Eric Turn, John Levitt, Anita Castora. Guest Nancy Stockton.

**Minutes:** Minutes for April 24, 2020. Motion to accept minutes made by Michelle Crews, seconded by Debbie Gantt.

**Treasurer Report:** Chris Parker presented Treasures Report. Peggy displayed the treasures report that Chris had sent her on the computer screen. Current balance, including CD's, is 14,123.76. Motion to accept treasurers report made by Susan Patterson, seconded by Eric Turn.

**Membership:** John Levitt presented the membership report stating that there were 49 members at this time. John to check and see which members have dropped from the last month. Peggy noted that 38 people had signed up for the virtual class today, and only 11 were members. John stated that if these virtual meetings are a hit that we should still have face to face meetings for special events. John will review who has dropped from membership and provide the Board with contact information for those so that we can reach out to them.

**Planning Education Schedule:** Eric noted the virtual meeting for June 16, 2020, with speaker John Collins on Key Compliance & Information Governance. Peggy said she would start advertising the registration for June's meeting. Peggy also mentioned that Reggie had joined

the meeting and that he is not retiring and remaining on the Board. Reggie will check to see if we can have our planning meeting in July at TECO as usual.

**Marketing:** Debbie noted there was nothing to report. Debbie said she would like to do a member highlight. Peggy asked if our guest Nancy Stockton would like to be our first member to be highlighted in our Chapter Newsletter? Debbie to set up an interview with Nancy. Debbie asked if our member base was reasonably new or did we have many longtime members. Anita mention maybe listing out the board members in each issue so people can become familiar with our board member's names. Debbie asked for the Board to help come up with any new ideas for the newsletter. Debbie said the next newsletter would be in for August.

**Regional Update:** Anita stated there would not be a SE/SW Regional Conference but an ARMA Regional Conference with different regions participating. Anita said the date would be June 18, 2020, for approximately three hours. The time is to be determined. Anita said there should be a save the date information email coming out. Anita encouraged all the Board Members to please attend on June 18<sup>th</sup>.

**Old Business:** Peggy stated the Board for the Sunshine Conference decided not to have a conference in 2021. Peggy said due to not knowing how the economy and budgets would be affected; they would look at having another one in 2022. Peggy said the final distribution was \$1000 for each chapter, and the Board had retained \$6000 for the next conference.

**New Business:** Peggy said with Reggie not retiring, we do not have any board vacancies. Anita said we need to update our by-laws and have a webmaster to help maintain the chapter site. Kim Ingram offered to help wherever needed.

Shred day tabled for the next meeting.

Meeting Adjourned at 10:52 a.m. Motion made by Eric Turn, seconded by John Levitt.