



**ARMA - Terra Nova Chapter &
Board of Directors' Meeting
November 20th, 2008**

Present:	Vanessa King Helen Norman	Paula Bowering Margarite Smith	Cheryl Goulding Elizabeth Evans
Absent:	Brenda Neary Renee Pendergast	Jim Downey Jeanne Power	Patsy Tremblett

Elizabeth welcomed everyone to the meeting.

Jeanne Power (Treasurer) was absent, but Elizabeth reported the balance is \$8,403.20.

Helen Norman (Membership Committee) reported we have 52 members. But we lost 3, but we gained 3 as well. There were a few people she was wondering about, but she's working on it.

Elizabeth Evans (Public Relations) reports the Newsletter is almost ready to go for December.


Renee Pendergast (Education) was absent.

Cheryl Goulding (Website) reports the website is up to date. She is still looking for suggestions to improve the site. She is looking to add something for presentations.

Other Business:

- Project Management for Records Managers. Person from Toronto presents this seminar. Vanessa will send to NL, NS, NS, Chapters for interest, as well as OCIO and MUN.
- Elizabeth didn't have time to pick up the award for Cheryl from International. Elizabeth will present this to Cheryl at the Christmas Luncheon.

The meeting was adjourned until the next regular Chapter meeting in January 16th.


Vanessa King -Secretary


Elizabeth Evans -President