

ARMA - Terra Nova Chapter & Board of Directors' Meeting October 31, 2008

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

Elizabeth welcomed everyone to the meeting. Meeting Minutes from September were accepted and signed.

Jeanne Power (Treasurer) reported the balance was \$8,528.44.

Helen Norman (Membership Committee) reported 51 people on the list. Helen will send list of members not on distribution list to Vanessa to update the email list. Helen had many issues sorted out, and is still working on a few others.

Elizabeth Evans (Public Relations) Newsletter is underway but looking for some advertisements. Vanessa suggested job ads. We should start looking for ideas for RIM month.

Renee Pendergast (Education) reports nothing is planned yet. Waiting for some ideas. Renee is attending conference and will look for ideas there. International speaker grant is \$500. Next time to apply is January. Next Lunch and Learn will be January. Nina suggested best practices for implementing RIM System like TRIM.

Cheryl Goulding (Website) reports she has been working to update the site. Vanessa to send an email to the Chapter requesting ideas or requests on what they would like to see on our Chapter website. Helen suggested putting ARMA webinar links.

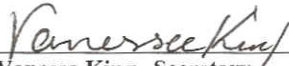
Other Business:

- Workshop: Elizabeth and Jeanne attended Strategic Planning workshop at the Vegas International conference. One thing that stood out to them was financial leadership. The workshop outlined goals for strategic planning for International. They both got a better understanding of member process. Jeanne suggested put Chapter Missions and Goals on website. The Chapter creates goals, then initiatives on how we should achieve those goals.
- Elizabeth presented Cheryl with Member of the Year plaque. Vanessa to send notification to International.
- Patsy's husband is still ill. Patsy has been excellent to Chapter and we should do

something for her. Renee suggested getting Belbins to prepare meals to deliver. Renee will check prices for meal for a weekend.

- College Scholarship: We are currently paid up to 2008 season. Board agreed to donate another \$1500 for the next 3 years. Renee will attend this year's ceremony and present the cheque to the winning student. If Renee can't attend Cheryl will.
- Christmas Notice: suggestions included Yellow Belly, Press and Bean, Mama Soulas. The tentative date is December 9th or 10th.

The meeting was adjourned until the next regular Chapter meeting in November 20th being held at NL Hydro.



Vanessa King –Secretary



Elizabeth Evans –President