



Sierra Nevada Chapter of ARMA

Member Meeting and Board Meeting Minutes

January 24, 2019 12:00pm

Meeting was held at Belfor Property Restoration, Reno, NV; Board members in attendance: Joy Sowle (Past Pres.), Sara Martel (VP), Sara Center (Treasurer), Shawnyne Garren (Secretary), Heather Hahn (Webmaster). (Full attendance sheet with members and guests attached)

Lunch and learn presentation was hosted by Belfor Property Restoration. The presentation was based on a case study of the structure fire and subsequent damage and restoration process at Kansas State University's Hale Library. Following the presentation and a tour of the Reno facility, the Board meeting was held on site.

1:44pm Meeting called to order by Sara M., Vice President

MINUTES:

Motion to approve August 2018 through October 2018 minutes made by Shawnyne, 2nd by Sara C.; approved unanimously.

TREASURER'S REPORT:

Report dated 12/31/2018:

Balance on hand as of November 30, 2018 was [REDACTED]

Ending balance as of December 31, 2018 was [REDACTED]

Primary expense for the month was the Annual Registered Agent fee. Detailed monthly reports filed for audit.

GENERAL BUSINESS:

- Bylaws -

Open discussion held on the status of the bylaws. We need to solidify them so we can forward them to ARMA Intl HQ for approval and give proper notice to members for the action item of approval and ratification. Additional edits preferred in writing on the copy for ease of seeing the notes more clearly. Heather was uncomfortable with limiting the conversation on final edits to just her and Tauri in case other concerns came up that the rest of the board should weigh in on. The other board members agreed it would be best to have a final in-person meeting to mark-up the final draft. All agreed that great progress has been made on the edits so far and they are needed to modernize our procedures.

- 2019 Speaker/Location lineup -

February – OnBase

March – Blockchain

April – Farming Data

Open discussion held regarding speaker line up with concern about setting regular monthly dates to help attract and secure presenters. The list on the agenda and contained herein is the result of ongoing email correspondence and has not been finalized or secured.

Additional discussion topics:

Agenda Action Items – Members of the board would like to see action items called out on future agendas so members are better informed. To be effective, the agendas need to be sent out with more advance notice and a deadline needs to be set for action items to be added to the agenda. The Secretary will request action items and discussion items for preparation.

Meeting Adjourned: 2:05pm Motion by Shawnyne, 2nd by Sara M.