Event Title: May 2022 Board Meeting Minutes  
Date: May 19, 2022  
Time: 10:00 - 11:30 am  
Location: Virtual Meeting via Zoom  

Meeting Minutes:  

I. Call to Order @ 10:03 a.m.  
   ● Members in attendance: Susan McKinney, Rosanne Stoltz, Ben Greene; Mary Waytashek; DeAnna Lilienthal; Sue Dickens, Chris Johnson  
   ● Members absent: Natasha Krentz, John Neuman  
   ● Guests:  

II. Minutes:  
   ● Updated April 26, 2022, Minutes  
     i. Discussion: None  
     ii. Vote to approve the updated April 26, 2022, Minutes:  
         1. Motion: Ben Greene  
         2. 2nd: DeAnna Lilienthal  
         3. Vote: unanimously approved  

III. Treasurer’s Report:  
   ● April Financials  
     i. Discussion: None  
     ii. Vote to approve the April financials:  
         1. Motion: Sue Dickens  
         2. 2nd: Ben Greene  
         3. Vote: unanimously approved  

IV. Business  
   ● Discussion of Draft Budget 2022-2023  
     i. Discussion: Questions in the Education budget related to Contributions (books raffled to members), Education Materials (additions to library) and Meetings and Seminars (CRM / IGP Prep) as well as the Public Relations budget related to Contributions (to charity) were discussed. It was agreed that even though we haven’t used these funds in recent years due to COVID-19, they should remain in the budget at this point. Updates to the Programming budget were submitted by previously by Mary Waytashek.  
     ii. Vote to approve the draft Budget for 2022-2023  
         1. Motion: Sue Dickens  
         2. Second: Ben Greene  
         3. Vote: unanimously approved  
   ● Region Leadership Conference July 11-12, Omaha, NE  
     i. Mary Waytashek is approved to attend.  
     ii. The funds are included in the President’s budget.  
     iii. Susan McKinney will also attend and will use the 2nd registration for the conference included in the budget.
iv. Mary Waytashek has agreed to run for President.

v. Susan McKinney will be the Chair next year and will also work on Programming.

vi. Mary Waytashek has identified a potential Director of Education.

V. Board Reports:
   • Membership Director (John Neuman): No report
   • Programming Director (Ben Greene & Mary Waytashek):
     i. Mary did a little benchmarking with other chapters and found that many are planning a hybrid program – in-person and virtual – and are trying to re-engage local vendors.
     ii. Some chapters are using “STAR Chapter” – a tool that provides website and member management, collects funds / issues refunds, helps run the chapter and complete administrative work, etc. Susan McKinney commented this tool is generally used by larger chapters and that this would be a good discussion for the Region Leadership conference.
   • Past-President (Sue Dickens):
     i. No newsletter was sent out for April.
     ii. Pictures from the Spring Conference could be sent out in a June newsletter.
   • Treasurer (DeAnna Lilienthal): No report
   • Member-at-large (Natasha Krentz): No report
   • Secretary (Rosanne Stoltz): No report
   • Web Master (Chris Johnson):
     i. The Chapter’s Annual report is due at the end of June and will be needed for the leadership conference in July.
   • President (Susan McKinney):
     i. Mary Waytashek has agreed to run for President next year.
     ii. Susan McKinney provided a set of revisions to the by-laws with the agenda for the meeting. Many board members have provided comments. The board will discuss revisions to the by-laws in June.
     iii. Susan McKinney will work on leveraging Constant Contact to send out the 2nd membership survey this week.
   • President-Elect (open): n/a
   • Assistant Treasurer (open): n/a
   • Business Relations Director (open): n/a
   • Communications Director (open): n/a
   • Education Director (open): n/a

VI. Member News and Views
   i. A way to get to know each other better. Our opportunity to share anything we want with our fellow board members – the good, the bad, and can even be the ugly.
   ii. Items shared during this portion are not captured in the minutes as they are personal and not chapter business.

VII. Reminders:
   • Send items to be included in the monthly newsletter to Sue Dickens by Monday next.

VIII. Future Business/Topics/Projects
TWIN CITIES CHAPTER OF ARMA
The Association for Information Management Professionals

- Next Board Meeting – Tuesday, June 14
  i. Virtual Meeting via Zoom
  ii. Time: 1:30 pm-3:00 pm
  iii. *If you have something you want on the agenda, please send it to Susan McKinney.*

IX. Meeting Adjourned @ 10:36 a.m.
- Motion to adjourn made by: Sue Dickens
- Seconded by: Ben Greene
- Vote: unanimously approved