

**ARMA International Atlanta Chapter  
Board of Directors Conference Call Meeting Minutes  
April 8, 2008**

**Board Attendees:**

Chairperson	Jerry M. Van Loozen, CDIA
President	Mary Anne Fry
2 <sup>nd</sup> Vice President	Tamara Livingston, Ph.D., C.A.
Director 2007-09	George Brodnax
Director 2007-09	Peter Smith

**Absent:**

1st Vice President	Joe Pearson
Director 2006-08	Cherise Forbes
Treasurer	Tera N. Ladner
Secretary	Sheila Berkenkamp

**Call to order:**

The meeting was called to order by Jerry M. Van Loozen at 12:06 p.m. It was held via conference call. There was a quorum. There were no guests. Tamara will take minutes in the place of Sheila.

***Adoption of the Agenda***

The Agenda was accepted on a motion by George Brodnax, seconded by Mary Anne Fry and approved for use by the Board.

***Adoption of Minutes***

March meeting minutes were not received by the Board for approval.

***Adoption of the Treasurer Report***

The Treasurer Report was not received by the Board.

**Old Business**

**Spring Seminar**

- Tera, Eric and Jerry collaborated on new venue since our contract with the Georgia World Congress Center was canceled due to the storm damage sustained by the building. The new venue will be the AmericasMart on Spring Street. Catering and audiovisual support are already in place. Will contact Joe about a projector and screen (Joe will not be able to attend the seminar). Jerry had good support from Ryan Pettys of the Cadence Group. Six or seven vendors have committed to sponsor the event. The speaker [Randy Kahn] is confirmed and will be in town the night before the seminar. The seminar will be in Building C. Pre-registration is about 40 people; it was decided to send a "last chance" blast to get people to register.

- Jerry related that Tera was concerned about the low attendance and the fees charged for vendor sponsorship. It was decided to wait until we had the final numbers, and to decide then whether a refund or some kind of compensatory offer will be made to participating vendors. Pete suggested future vendor sponsor discounts as a compensatory option.

## **Reports:**

### **Chairperson Jerry Van Loozen:**

- Awards Committee: Jerry has not formed committee yet; is considering tapping into non-Board members and previous chairs as well as soliciting input from Don Schewe.

### **President Mary Anne Fry:**

- Election: Mary Anne stated she has enough volunteers for officer positions, but not enough to have an election; will reach out to find volunteer to run for next year's Secretary position.
- ARMA booth at Recall event went very well; will have another booth event in near future

### **1st VP Joe Pearson [absent]**

**2nd VP Tamara Livingston** had nothing new to report.

### **Director George Brodnax**

- printed more brochures; will have more at next meeting

### **Director Pete Smith**

- GRM is our recognized sponsor for the May meeting

MAF made motion to adjourn the meeting.

Pete Smith seconded the motion.