



ARMA Terra Nova Chapter Minutes



AGM

Date: June 25, 2012

6:00 pm – 8:00 pm

Location: Vanessa Kings House

Present: Helen Norman, Jessica McDonald, Ryan Kelly, Vanessa King, Elizabeth Evans, Paulette Crowley, Tim Summers, Sue Taylor, Brenda Prowse, Ashleigh Reid, Jean Myrick, Elena Palmer & LeeAnn Coady

The Board of Director Reports is as follows:

Treasurer Report: Ryan Kelly reported:



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Membership: Helen Norman reported:

Terra Nova Chapter ARMA

Year End Report on Membership

June 20, 2012

The Terra Nova Chapter began the year with 72 Members. We ended the year with 73. Three of the 73 are honorary. They are Randy Cooper, Bill Moores and Dave Rudofsky.

Throughout this period we lost 10 of our members, some of whom I understand retired. We also gained 11 brand new members, people who were never involved before.

Our Chapter is 73 strong and they represent the following industries:

1. Government of NL 47%
2. MUN/Colleges 8%
3. Oil and Gas 15%
4. Crown Corporations 8%
5. Consultants 8%
6. Students 3%
7. Honorary 4%
8. Municipalities 3% and
9. Other 4%

New members this year have come from the Provincial Courts, the Provincial Government, Oil and Gas and Crown Corporations.

I have thoroughly enjoyed being your Membership Director for the past four years and look forward to another prosperous year in 2012-2013. If anyone has any questions or concerns, I am always available to discuss.

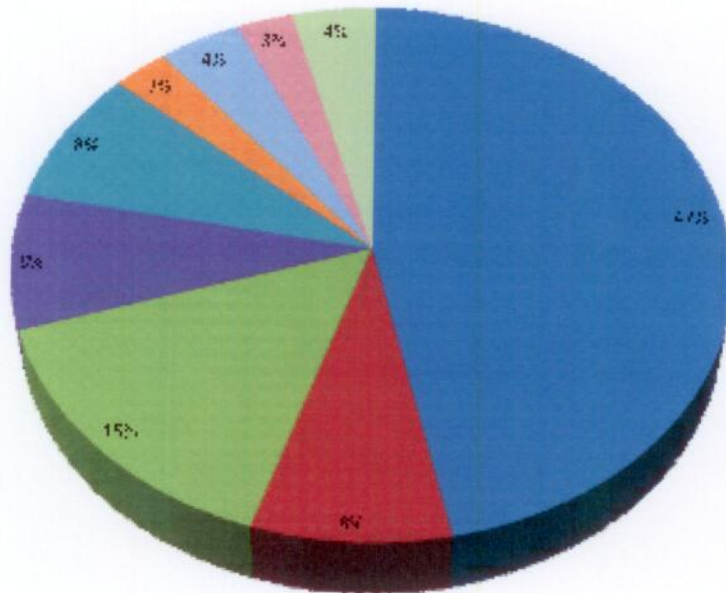


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Members by Industry

■ Government of NL ■ MUN/Colleges ■ Oil and Gas ■ Crown Corporations ■ Consultants ■ Students ■ Honorary ■ Municipalities ■ Other





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Education: No update

Public Relations:

- Paulette Crowley gave the President's year-end report. She thanked everyone individually on the Board for their help over the past year.
- Due to a computer glitch, the contents of the year-end Terra Nova Chapter Newsletter were lost. The laptop is presently being diagnosed to see if any information is retrievable. LeeAnn Coady agreed to take over this position for the new term.
- The website has been revamped. Everyone agreed that Tim has done a tremendous job bringing things current. Tim agreed to continue his role with this position.
- In April Brenda, Sue and Paulette attended a meeting of the Atlantic Chapters outside of Halifax together with the other Atlantic Chapter Board Members. They discussed ERM, AIIM courses, collaborating speakers for chapter events.
- In early May the Terra Nova Chapter held its annual Pip Day. Approximately 100 cars showed up for the event. The NLC location is a good central place with ample parking. We received great publicity from open-line, the Snap, the radio, and a special thank-you to Elizabeth for making those things happen.
- Brenda is now Treasurer of ARMA International. Discussed Halifax and what was talked about while Brenda.
- 9-12 Newfoundlanders attended the national conference in Nanaimo, BC first week of June.

Brenda Prowse: Talked about Volunteerism and what it means. How people who are volunteering should want to do it. She thanked everyone who has volunteered their time to the chapter.

Webmaster: Tim Summers reported:

- The website has a refreshed look. All information is up to date. If anyone would like to add information or pictures to the website to please send it along to Tim.
- Website has to be moved from its present host. It will now cost the chapter \$80 or \$90 dollar fee for this annually. People agreed that this was a good price and that Tim should make arrangements to pay the yearly fee.
- The cost of our Website registration should become a yearly budget item.

New Business:

- **Biennial Conference**
 - Due for meeting, mid July. Vanessa will be in touch with the committee.
 - Some speakers have been suggested
 - Hotel confirmed and deposit has been made
 - Samples of what may be given out are ready for next meeting
 - Some planning to be done over the summer so the fall everything can be put in place

- **Board Member of the year:** Sherry Desouza
- **Member of the year:** Ashleigh Reid



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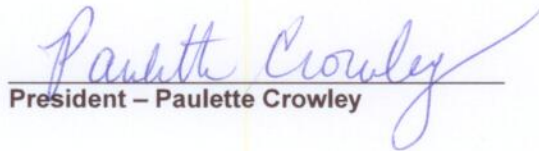
New Board Members voted in:

- **President**: Vanessa King
- **Vice President**: Ryan Kelly
- **Treasurer**: Jessica McDonald
- **Secretary**: Ashleigh Reid

Meeting adjourned at 8:00 p.m.

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Secretary – Sherry De Souza



President – Paulette Crowley