

**Northern Colorado Chapter of ARMA
Annual Awards & Business Meeting
June 11, 2004**

The meeting was called to order at 11:50 a.m. President Vicki Lucero passed out the agenda, the Treasurer's Report for May, 2004 and the minutes from the last Annual Awards & Business meeting held June 6, 2003 to the 14 members and two guests that attended . The minutes of last year's annual meeting were approved.

Treasurer's Report: Vicki announced that Nancy Hofmeister was unable to attend but said she had prepared the Treasurer's Report for May 1 through May 31, 2004. The balance as of May 1 was \$14,792.29. After income of \$175 and expenses of \$730.76 and cash on hand of \$25 the account balance as of May 31, 2004 is \$14,236.53. The treasurer's report was approved.

New Business:

Vicki was happy to announce that ARMA member Michelle Lamm recently became the new Records Manager for the City of Longmont and hopes to be more active in our chapter in the next year. Our membership now stands at 50 members.

Chapter 20th Anniversary & Charter Member Recognition: Vicki announced that she brought the pictures and chapter timeline display that Nancy Freeman produced from this year's seminar for everyone to view again. Charter Member Molly Davis introduced Susanne Durkin-Schindler (formerly Edminster), as her guest and long-lost charter member of the Northern Colorado Chapter of ARMA. Vicki thanked Susanne for joining us for the luncheon and Molly for bringing her along. Vicki read the list of names and positions of the members from the Application for Charter that was submitted in 1984 and for those members she remembered, she gave updates on their current jobs/locations.

Vicki announced the outgoing/new board member positions:

Michelle Becker – outgoing Vice President and new Member at Large

Brenda McCoy-Manfredo – outgoing Member at Large and new Treasurer

Dawn Wirth –remaining as Member at Large and Website Developer

Kim Pals – outgoing Member at Large and new Vice President

Jeannie Weaver – remaining as Secretary

Paula Sutton – outgoing Past President and Rocky Mountain/Midwest Region Coordinator for ARMA International as well as soon becoming the new Region Manager for the Midwest Region of ARMA International. (Congratulations, Paula!)

Vicki Lucero – outgoing Chapter President and new Past President

Debra Beasley – Seminar Committee member and our new Chapter President

Other incoming new members include: Brad Leach and Nancy Freeman, both as Member at Large positions. Outgoing Board members that were recognized includes Nancy Hofmeister, as outgoing Treasurer.

Leadership Conference: Vicki Lucero, Dawn Wirth and Debra Beasley will be attending the conference in Minneapolis from July 15-17 this year. Paula Sutton will also be attending to be sworn in as the new Region Manager.

ARMA International Conference: Vicki reminded everyone that our newly elected Chapter President Debra Beasley will be a speaker at the ARMA International Conference in Long Beach, California. Her presentation is titled, "Mergers and Acquisitions: A Case Study of Hewlett Packard and Compaq" scheduled for Wednesday, October 6. The conference runs from October 2-6, 2004. Vicki said Debra will "practice" her presentation at the conference for us at our chapter's September program.

Chapter Member of the Year: Vicki made a wonderful and humbling introduction extolling the many fine accolades of this year's recipient – Chapter Secretary, Jeannie Weaver. (I couldn't have been more surprised or pleased to be honored by the wonderful friends I have made in ARMA and for the fun things I have been fortunate to be able to help with or provide – like door prizes. So glad I didn't have to make a speech! Thank you all so much for this wonderful pat on the back and the certificate to hang on the wall. Now you'll never get rid of me!)

Incoming Board Member Installation: After recessing for lunch, Paula Sutton shared a short article on "Leadership." She led the group in reciting the Oath of Office and congratulated the members on their new positions on the board.

Vicki's last job as President before exiting the spotlight was presenting each outgoing board member a Certificate of Appreciation and a gift card. Paula said a special "Thank You" to Vicki for a job well done after a very good and profitable year for the chapter.

The meeting was adjourned at 1 p.m.