



Board Meeting Minutes
Thursday, February 2, 2023
11:00 a.m.
Teleconference - GoToMeeting

1. **Call to Order/Welcome:** 11:05 am
2. **Roll Call/Establish Quorum**
 - a. **Attending:** Lisa Coombes, Hillary Gatlin, Matt DeBellis, Janet Dodson, Chris Prince, Theresa Wall, Emily Singletary
 - b. **Not Attending:** N/A
3. **Approve January 2023 Board Meeting Minutes**
 - a. Motion to Approve: Theresa Wall
 - b. Seconded: Janet Dodson
4. **Financial Report (Theresa)**
 - a. January 2023
 - i. Income: \$204.73
 - ii. Expenses: \$61.15
 - iii. Net: \$143.58
 - iv. Balance: \$5976.00
5. **Membership Report (Chris)**
 - a. Current Membership at 31 members.
 - i. We have decided not to reach out to expiring members while the future of the chapter is undecided.
 - ii. 3 people will expire this month.
6. **Public Relations Report (Emily)**
 - a. 31 Registrants (20 guests/11 members) for this month
7. **Programs Update (Janet)**
 - a. Programs:
 - i. February: Gordon Brown, Data Mapping
 1. 31 Registrants (20 guests/11 members)
 - ii. March: Tom Corey, Working with Privacy Professionals
 - iii. April: Pat Franks, Spring Seminar Mania
 1. We will not charge for this event as part of Spring Seminar Mania.
 2. Need to complete final info form and send in.

- 3. Need to add something to our event webpage that says Spring Seminar Mania and VRC as sponsor.
- iv. May: Board Chapter Meeting—Use this meeting to make decisions regarding the future of the chapter.
 - b. Triangle Travels: Cannot use chapter funds to pay for this. All expenses must be paid by attendees. Janet will look into planning a visit to White House in DC.
- 8. **Hospitality Update (Emily/Lisa):** N/A
- 9. **Website (Matt)**
 - a. No updates.
- 10. **Old Business:** N/A
- 11. **New Business:**
 - a. Issue with people in Canada paying with meetings: we will go ahead and let them in. Theresa will investigate this issue with StarChapter only if the chapter continues next year.
- 12. **Announcements:** N/A
- 13. **Close Meeting:** 11:40 am

Minutes approved by Board on 3/2/2023. Will be signed at later date.

Minutes approved _____ Date _____

ARMA Triangle Chapter Financial Report

BALANCE SHEET

Tuesday, January 31, 2023

ASSETS	
Checking/Savings	
<i>Basic BusinessChecking (FCB)</i>	\$2,049.60
<i>Business Savings (FCB)</i>	\$3,906.65
<i>Petty cash</i>	\$19.75
<u>Total Checking/Savings</u>	<u>\$5,976.00</u>
TOTAL ASSETS	\$5,976.00
LIABILITIES & EQUITY	
Equity	
<i>Opening Bal Equity</i>	\$11,567.44
<i>Unrestrict (retained earnings)</i>	-\$4,535.83

<i>Net Income</i>	<u>-\$1,055.61</u>
TOTAL LIABILITIES & EQUITY	\$5,976.00

Cash Basis As of January 31, 2023

ARMA Triangle Chapter

PROFIT & LOSS

January 2023

Ordinary Income/Expense

Income	
<i>Dividends</i>	\$0.33
<i>Interest</i>	\$0.00
Meetings & Seminars	
<i>Meetings</i>	\$204.40
Total Meetings & Seminars	\$204.40
Total Income	\$204.73
Expenses	
Contributions	
Miscellaneous	
<i>StarChapter Pay Transaction Fee</i>	\$12.15
Total Miscellaneous	\$12.15
<i>Projects (Special)</i>	
<i>StarChapter</i>	\$44.00
Seminars & Meetings	
<i>Refunds</i>	\$5.00
Total Seminars & Meetings	\$5.00
Total Expense	\$61.15
<u>Net Ordinary Income</u>	<u>\$143.58</u>
Net Income	\$143.58

Cash Basis January 2023