



**Board Meeting Minutes
Thursday, April 7, 2022
11:00 a.m.**

Teleconference - GoToMeeting

- 1. Call to Order/Welcome:** 11:01 am
- 2. Roll Call/Establish Quorum**
 - **Attending:** Lisa Coombes, Hillary Gatlin, Theresa Wall, Emily Singletary, Chris Prince, Janet Dodson
 - **Not Attending:** Matt DeBellis
- 3. Approve March 2022 Board Meeting Minutes**
 - Motion to Approve: Janet Dodson
 - Seconded: Emily Singletary
- 4. Financial Report (Theresa)**
 - Income: \$180.10
 - Expenses: \$9.90
 - Net: \$170.20
 - Balance: \$7128.21
- 5. Membership Report (Chris)**
 - Current Membership at 35
 - 3 memberships will expire in April. Chris will follow up as needed.
- 6. Public Relations Report (Emily)**
 - Some people are having trouble getting emails. Emily will follow up.
 - In-person event for Haven House if COVID complies. Will discuss more at June meeting.
- 7. Programs Update (Janet)**
 - April— Need to provide list of attendees to Spring Seminar Mania people.
 - Emily will send out reminder emails.
 - Send out follow-up email.
 - Matt will post slides this week. Documents will not be posted.
 - May – State of the Chapter/Networking/Social Hour
 - Individuals will speak on their topics. Individuals will update specific slides. Send updated slides to Lisa by April 29.
 - New survey for May. Everyone think of questions. Send Lisa survey questions.

- Should we do a traditional Spring Seminar next year or continue with Spring Seminar mania?
- We will send out survey using MailChimp after May meeting.

8. **Hospitality Update (Emily/Lisa)**--None

9. **Website (Matt)**

- Matt will post slides this week.

10. **Old Business:** None

11. **New Business:**

- Slate of Officers: Discuss and vote at May meeting.
 - Lisa will draft email to send out before meeting.
 - Discussion succession planning in more detail at June meeting.
- Will discuss options for new website at June meeting.
 - Will also need to do a revamp of the website as part of the process
 - Issues with people registering too late; discuss at June meeting
- Hillary will review minutes and develop agenda items for June meeting

12. **Announcements**--None

13. **Close Meeting:** 11:48 am

Minutes approved by Board on May 5, 2022. Will be signed at later date.

Minutes approved

Date

ARMA Triangle Chapter Financial Report

BALANCE SHEET

Thursday, March 31, 2022

ASSETS	
Checking/Savings	
<i>Basic BusinessChecking (FCB)</i>	\$3,204.41
<i>Business Savings (FCB)</i>	\$3,904.05
<i>Petty cash</i>	\$19.75
<u>Total Checking/Savings</u>	<u>\$7,128.21</u>
TOTAL ASSETS	\$7,128.21
LIABILITIES & EQUITY	
Equity	

<i>Opening Bal Equity</i>	\$11,567.44
<i>Unrestrict (retained earnings)</i>	-\$4,765.23
<u><i>Net Income</i></u>	<u>\$326.00</u>
TOTAL LIABILITIES & EQUITY	\$7,128.21

Cash Basis As of March 31, 2022

ARMA Triangle Chapter

PROFIT & LOSS

March 2022

Ordinary Income/Expense

Income	
Philanthropic Contributions	
Total Contributions	
<i>Dividends</i>	\$0.10
<i>Interest</i>	\$0.00
<i>Membership Dues and Assessments</i>	\$180.00
Total Income	\$180.10
Expenses	
Dues and Memberships	
Email Blast	\$9.90
Miscellaneous	
Total Expense	\$9.90
<u>Net Ordinary Income</u>	<u>\$170.20</u>
Net Income	\$170.20

Cash Basis March 2022