



Board Meeting Minutes
Thursday, May 4, 2023
11:00 a.m.
Teleconference - GoToMeeting

1. **Call to Order/Welcome:** 11:00 am
2. **Roll Call/Establish Quorum**
 - a. **Attending:** Hillary Gatlin, Emily Singletary, Matt DeBellis, Lisa Coombes, Theresa Wall, Chris Prince
 - b. **Not Attending:** Janet Dodson
3. **Approve April 2023 Board Meeting Minutes**
 - a. Motion to Approve: Theresa Wall
 - b. Seconded: Emily Singletary
4. **Financial Report (Theresa)**
 - a. April 2023
 - i. Income: \$1045.64
 - ii. Expenses: \$48.95
 - iii. Net: \$996.69
 - iv. Balance: \$6157.85
5. **Membership Report (Chris)**
 - a. Current Membership at 32 members.
 - i. 1 new member
6. **Public Relations Report (Emily)**
 - a. 19 signed up, possibly 20 attendees
7. **Programs Update (Janet)**
 - a. Programs:
 - i. Spring Seminar Mania is ongoing.
 - ii. May: Board Chapter Meeting
 1. Lisa has prepped slides for meeting. Final decision on chapter will be made at May meeting.
 - a. Matt and Hillary are staying on (if board continues).
 - b. Theresa is also available to stay on if needed. Lisa is willing to be past-president.

- c. We will need at least 4 additional board members to make the board viable going forward.
 - i. Some interest from two members.

8. **Hospitality Update (Emily/Lisa):** N/A

9. **Website (Matt):** N/A

10. **Old Business:** N/A

a. June Planning Meeting:

- i. If chapter will be closed, use this meeting to wind up the chapter and determine next steps. If chapter continues, use this meeting to transfer duties to new board members.
- ii. Try to schedule a virtual meeting.
- iii. Will plan and schedule via email after May meeting

11. **New Business:** N/A

12. **Announcements:** N/A

13. **Close Meeting:** 11:20 am

Minutes approved by Board on DATE. Will be signed at later date.

Minutes approved

Date

ARMA Triangle Chapter Financial Report

BALANCE SHEET

Sunday, April 30, 2023

ASSETS	
Checking/Savings	
<i>Basic BusinessChecking (FCB)</i>	\$2,230.50
<i>Business Savings (FCB)</i>	\$3,907.60
<i>Petty cash</i>	\$19.75
<u>Total Checking/Savings</u>	<u>\$6,157.85</u>
TOTAL ASSETS	\$6,157.85
LIABILITIES & EQUITY	
Equity	
<i>Opening Bal Equity</i>	\$11,567.44
<i>Unrestrict (retained earnings)</i>	-\$4,535.83

<u>Net Income</u>	-\$873.76
TOTAL LIABILITIES & EQUITY	\$6,157.85

Cash Basis As of April 30, 2023

ARMA Triangle Chapter

PROFIT & LOSS

April 2023

Ordinary Income/Expense

Income	
Raffles	
<i>Dividends</i>	\$0.65
<i>Interest</i>	
<i>Other Revenue</i>	\$1,044.99
Meetings & Seminars	
Total Income	\$1,045.64
Expenses	
<i>StarChapter Payment Processing</i>	\$4.95
<i>StarChapter</i>	\$44.00
Total Expense	\$48.95
<u>Net Ordinary Income</u>	<u>\$996.69</u>
Net Income	\$996.69

Cash Basis April 2023