

FLORIDA RECORDS MANAGEMENT ASSOCIATION
BOARD MEETING
Thursday, May 22, 2008
Annual Meeting

APPROVED MINUTES

Daytona Beach Hilton, Daytona Beach, FL

The meeting was called to order by President Gloria Lewis at 12:38pm.

President

President Lewis reported a total of 106 registered conference attendees, and pronounced a full house. She stated that a conference rating sheet would be available post-conference. President Lewis acknowledged those members who chose to attend the 2008 Annual Conference, in spite of having to pay their own expenses.

Keynote Address

President Lewis introduced keynote speaker Rich Pernell, from Embry-Riddle Aeronautical University, who spoke on intergenerational diversity in the work place.

Secretary

Secretary Tuller reported that all Board meeting minutes, with the exception of the minutes from the pre-conference Board meeting of May 19, 2008, have been approved and are available for inspection on the FRMA website. Secretary Tuller stated that Board meeting minutes are forwarded to the website immediately after approval, and explained that a delay is evident because minutes from each Board meeting are not formally approved until the following Board meeting. Secretary Tuller further stated that the minutes from conference week would be transcribed and distributed to the Board for review within the next couple of weeks, and specified that the conference meeting minutes would include the minutes from the pre-conference Board meeting on May 19, 2008, the minutes from the Annual Meeting on May 22, 2008, and the minutes from the post-conference meetings scheduled to begin after sessions on May 22, 2008.

Vice President/Treasurer

Vice President/Interim Treasurer Mudd reported that FRMA currently has a bank account balance of approximately \$34,000.00, exclusive of current conference costs. There should be approximately \$10,000.00 left in the FRMA bank account after conference closeout.

Director of Programs

Director Luckie-Latimore was not in attendance. However, President Lewis reported that ideas gathered during the round table discussion held on Tuesday, May 20 would be addressed as conference topics for next year. President Lewis stated that the Board would begin planning

the 2009 Annual conference tonight. She stated that the Board would work on the issue of timing for future events, and stated that conference dates and locations are in place four (4) years out. President Lewis stated that a speaker directory is being compiled. She further stated that the Board would explore the possibility of providing after-session entertainment during future FRMA conference events.

Concerns were raised by two FRMA members. Sandra Love-Semande asked that conference comment sheets be provided at the end of each session, as was traditionally done in the past. Member Love-Semande also cautioned against permitting vendors to conduct conference presentations. Member Deanne Reilly requested that future FRMA conferences be coordinated better in order to avoid scheduling conflicts with other conferences that FRMA members may also have an interest in attending, such as city and county clerk conferences.

Director of Membership

As Director Aguiar was not in attendance, the Director of Membership report was presented by Director Matthews. Director Matthews stated that Director Aguiar sends her apologies, as travel cuts in her office prevented her attendance at the 2008 Annual Conference. Director Aguiar previously reported that FRMA has a total of 269 members, including 55 new members and 214 renewal memberships. Director Matthews recognized the new members of FRMA, asking them to stand. Director Matthews recognized the issue that some membership checks had not been forwarded for deposit, and stated that it was recently realized that this problem dates back to 2006. Director Matthews recognized Liz Whitaker for her contributions to the membership. Director Matthews asked all present to check the membership directory located at the registration table and make any necessary changes to their information.

Director of Administration

Director Matthews announced that the Director of Administration position will be available next year, as he will have met the term limits. Director Matthews explained that the Director of Administration maintains the physical artifacts of the organization, serves as parliamentarian, and conducts an annual review of the by-laws. Director Matthews stated that he had received no comments regarding the proposed 2008 by-law revisions as issued, which were mailed to the membership one month prior to the 2008 Annual Meeting.

Member Sandra Love-Semande asked that Article V B(1) (Executive Board, page 6) of the by-laws be changed to read: "In the event of resignation, absence, incapacitation, or withdrawal of the President, the duties of the President shall be assumed by the Vice President (instead of the Immediate Past President) until the next Annual Meeting of the members". Director Matthews stated that such a change would have to be addressed at the 2009 Annual Meeting, as the proposed

2008 by-law revisions have already been presented to the members. **Member Sandra Love-Semande made a motion to change Article V B(1) of the by-laws, proposed changed to be addressed before the 2009 Annual Meeting, to read as follows: "In the event of resignation, absence, incapacitation, or withdrawal of the President, the duties of the President shall be assumed by the Vice President until the next Annual Meeting of the members".** The motion was seconded by Member Louise Parker. Member Pam Perell asked why the Immediate Past President had been designated as the successor in the first place. President Lewis explained that the succession had been structured in that manner so as not to create a vacancy within the vice presidency. Director Matthews called for a vote on the matter currently on the floor. As a voice vote proved to be inconclusive, Director Matthews called upon the membership to stand. Nine members stood against the motion. The motion passed. The proposed changed to Article V B(1) of the FRMA By-laws will be presented at the 2009 Annual Meeting.

Hearing no objections, and no further discussion regarding the 2008 by-law revision proposals, the by-law revision proposals are deemed to be accepted; the existing by-laws will be amended as presented.

Director Matthews called for the report of the Nominating Committee. Nominating Committee Chairperson Tina Hill thanked Director Matthews and Liz Whitaker for their assistance. Chairperson Hill reported that 189 ballots had been cast, and announced the 2008 - 2010 election results as follows:

Treasurer -	Rita Smith
Director of Public Relations -	Waletta Dunn
Director of Programs -	Pamela Luckie-Latimore

Swearing in of New Officers

Rita Smith was sworn in as Treasurer of FRMA, Director Matthews officiating. Pamela Luckie Latimore, Director of Programs, and Waletta Dunn, Director of Public Relations, were not present.

Recognition of Volunteers

Director Matthews recognized Nancy McConkey for her work on the Legal Committee, and presented her with a pin. Director Matthews recognized conference volunteers Linda DeBonis, Tina Hill, Louise Parker, Vicki White, Nancy Tatum, and Jo Ann Fuqua. All were presented with pins.

Outgoing Officers

Kim Ingram, Outgoing Director of Public Relations, was recognized and thanked for her many years of service on the FRMA Board. Kim was presented with a watch.

FRMA Annual Meeting

May 22, 2008

Page 4 of 4

Director of Public Relations

Director Ingram stated that her term as Director of Public Relations has ended, and she will be taking some time off from the FRMA Board. Director Ingram shared some fond memories of her tenure on the FRMA Board, and thanked the membership for their support. She encouraged all members to get involved with the organization by volunteering to help at conferences, serve on a committee, or run for a seat on the Board.

New Business

President Lewis awarded the President's Award to Nancy Tatum for her outstanding contribution to the organization, which was designing a data base for tracking UCF credit.

President Lewis announced a speaker change for this afternoon. The "Legislative Update" session scheduled for 3:30pm has been cancelled. In place of the "Legislative Update", JoAnn Constantini will present "Transitioning into Information Management" in room "E" at 3:30pm.

Director Matthews announced that Debbie Clemenzi and Liz Whitaker were the winners of the vendor prizes.

The meeting was adjourned at 1:52pm.

Respectfully submitted,

Sandra Tuller, CP, FCRM
Secretary