

**CIMA Council Meeting Minutes**  
**Tuesday, August 25, 2015**  
**2:00 P.M.**

**Present:** Todd Welch, Su Kim Chung, Ellen Ryan, Jim Kichas, Maurita Baldock, Amber D'Ambrosio, Laura Hoff, Karla Irwin, Cynthia Laframboise, Lizeth Zepeda, Daniel Davis, Paula Mitchell

1. Discussion on establishing four CIMA Council meetings per year
2. Fall Caucus discussed
  - October 15 workshop with Randy Silverman, Cedar City, UT
  - October 16 – Fall Caucus, St. George, UT
  - Presentations re: disaster and recovery
  - Lunch
  - Accommodations
  - Logistics
3. Update on 501(c)(3) status from Jim Kichas
  - Status revoked in 2011 due to not filing annual tax returns as far back as 2008-2009
  - 1023 packet with handbook needs to be submitted to the IRS
  - Seek legal advice regarding reinstatement of 501(c)(3) status and obtain quote for filling out paperwork
  - Cynthia Laframboise offered to assist with the legalities as she has a paralegal certificate
4. Discussion on how to keep CIMA membership better informed
  - Newsletter
  - Facebook
  - Email
  - CIMA YouTube channel
    - i. Dan charged with writing a one-page White Paper on this
  - Survey via Survey Monkey to be distributed to membership regarding CIMA communication; questions to be submitted to Su Kim by Friday, August 28
5. Meeting adjourned at 3:00 P.M.

**CIMA Council Conference Call  
Financial Report  
August 25, 2015**

***CIMA Account Balances***

- Primary Checking.....\$9,352
- Woods Scholarship.....\$777
- Savings.....\$15,015
- Western Archives Journal.....\$7,295
- **TOTAL.....\$32,439**

***Membership Totals as of August 25, 2015:***

- Total Number of Current Members = 118
  - Annual Dues Paying Members = 56
  - Institutional Members = 5
  - Lifetime Members = 35
  - Student Members = 5
  - Paraprofessional Members = 4
  - First Year Free Members = 13

***Budget Highlights (May-Aug 2015):***

- June 15, 2015: CIMA Western Roundup Reception Invoice of \$1807.51 paid.
- July 17, 2015: CIMA's share of Western Roundup profits (\$1918.10) deposited.
- CIMA made 110.59 on this year's Western Roundup conference.