

SEPTEMBER MEETING INFORMATION



- What:** The Ohio Judicial Center Tour
- When:** Thursday, September 23rd, 2004
- Time:** 2:30-2:45 p.m.- Registration and Networking
3:00-3:30 p.m. ARMA Chapter meeting
3:30-4:30 p.m. The Ohio Judicial Center Tour
- Where:** Ohio Supreme Court Building
65 South Front Street, Columbus Ohio
- Why:** This tour will demonstrate the basis of our existence as RIM professionals by “Preserving the Past, Preparing for the Future and Protecting the Present” and it’s relevance to Information Management.
- Cost:** \$10- member, \$15- non-members/guests
- R.S.V. P.** Contact Andi Snyder at 614-628-8450 or www.asnyder@op-f.org by Friday, September 10th, 2004

**ARMA Columbus Chapter
Chapter Meeting Minutes
September 23, 2004
2:30-4:30pm**

Ohio Judicial Center Tour/Monthly Chapter Meeting

Attendees: Yvonne Harris-President, Roger Hanson-Chairman, Mike Johnson-President-Elect, Kelly Kemmerling, Andi Snyder, Cathy Stanley, Larry Bauman, Joe Dickman, Tiffany Taylor

- I. **Welcome** – Yvonne Harris, President, welcomed everyone to the meeting/tour.
- II. **Introductions** – Yvonne led the introductions; all attendees stated their names and employers. Board members were also introduced. Representatives from the Ohio Supreme Court included Tony Mohorovich, Michael Bracone, and Byron Wilson.
- III. **Announcements** – Yvonne Harris/Mike Johnson
 - A. Reminder: the **Chapter newsletter** is featured on the web site. All members should view the site when they have a chance; there's great information out there! <http://www.armacolumbus.org>
 - B. **Membership surveys** went out earlier this month – please respond! http://www.armacolumbus.org/documents/ARMA_Survey_2004.pdf
 - C. **Chapter Meeting Calendar** was discussed: <http://www.armacolumbus.org/cgi/calendar/>
 - October – Iron Mountain Trip
 - November – Sunshine Laws seminar?
 - December – non-working – email suggestions to Yvonne
 - January – Workplace Violence presentation
 - April - National RIM Month – planning something big?
 - Later in 2005 - possible webinars, other exciting seminar topics – email suggestions to Joe Dickman, seminar director
 - D. Yvonne was **promoted** from Records Coordinator to Records & Mail Services Manager at her employer – Congratulations, Yvonne!
 - E. Reminder: **ARMA Annual Conference** coming up in October, 2004 in CA <http://www.arma.org/conference/>
 1. New at the conference this year: ARMA will have a Job Fair booth at the convention – 2 days
 - F. **CRM Study Group:** A group will be put together, with their first meeting in October, for anyone interested. The exam is November 4-5, 2004. Email Yvonne Harris, president, if interested in attending the study group.
 - G. This year the Greater Columbus Chapter is really vying for the **“Chapter of the Year” Award**. We're stepping up seminars, exploring other educational opportunities for the membership, and getting involved in community outreach efforts. We're always looking for input on ways to improve our Chapter. Please get involved and let us know your thoughts! Email any board member with suggestions.

- H. Yvonne mentioned that the **Treasurer's report** needs to be distributed to the membership.
- I. Since no one was identified at the last board meeting, Yvonne acted as the **"greeter"** for this month's Chapter meeting.
- J. Promoting the **Chapter website** should be a leadership/membership priority, as it is the primary means in communicating with the membership. The web site is a comprehensive, effective tool in posting news/notices, sharing industry information, and serving as a contact list for board and members alike.