



February 2010 DIGEST

Greater Seattle Chapter of ARMA International

Message from the President

For the last two months, I have been training City employees. I commonly provide examples about records and information details from other organizations. How did I learn those little details--by talking to other ARMA members **THAT** is what ARMA is all about!

Just around the corner, April 15 and 16, the Great Northwest Region will be hosting a regional conference, ***Reaching Island Paradise: RIM Tools and Resources***. It will be held at the Bellevue's Red Lion Hotel (11211 Main Street, Bellevue, WA). Some of the topics that will be highlighted during the conference will be How to Talk the IT Talk, Email Management, Records Retention Schedules: the Core of your Island, Taxonomy and Classification, Surviving the Island with Strategic Alliances, What to do when the Hurricane Hits, SharePoint 2010, ECM Development, 4 Years Later: Surviving the ERMS project, Developing a Social Media Policy and many more. You will be able to network with other local area Records and Information Managers and find out those little details that can aide you in meetings, presentations with organizations employees, or even your supervisor.



I hope you will consider joining this conference in your backyard! You should be receiving in the mail information about the conference and cost soon.

Cheers!

Andrea Bettger, Greater Seattle President

March Program

Our March meeting will be ***Big Buckets Records Management- Case Study*** it will be presented by Bill Greathouse from National Archive and Records Administration. It was also presented at the Orlando ARMA International Conference. Greathouse presentation will assist you: if you are thinking about, or in the middle of, creating a big bucket retention schedule? Are you looking for practical information and tips to help with your retention schedule? In this session, you will learn how one large federal agency implemented a big bucket strategy. You will learn how to develop and plan, identify the tasks involved, and the methodologies used for implementing a comprehensive records retention schedule. You will participate in a discussion regarding the reasons to choose a big bucket strategy, how a strategy can be modified during the course development, and how this agency's existing

records management program and records schedule created a favorable environment for a big bucket strategy. Presentation will be at National Archives and Records Administration building located at, 6125 Sandpoint Way NE, Seattle, WA. I will be providing a carpool, so please contact me if you need a ride.

Western Round Up

The **Western Roundup 2010** super-regional meeting of archivists from across the western U.S. April 28-May 1 at the newly renovated Renaissance Hotel in downtown Seattle. This is a joint meeting sponsored by Northwest Archivists, Conference of Inter-Mountain Archivists, Society of California Archivists, and Rocky Mountain Archivists, but all are welcome!

For general information visit the conference website at <http://northwestarchivistsinc.wildapricot.org/WesternRoundup2010> or go straight to the program detail page, <http://northwestarchivistsinc.wildapricot.org/program>.

Online registration available at <http://northwestarchivistsinc.wildapricot.org/Registration>.

We look forward to seeing you there!

Western Roundup 2010 Local Arrangements Committee

Greater Seattle Scholarship Fund

Would you like to attend the Great Northwest Region Conference, but don't have the funds? Make a request for fund to the Greater Seattle Chapter by completing the scholarship fund. It can be located online at our Website: [Scholarship Request](#)
Please provide requests by March 31.

Looking for few New Faces

Have you considered being more involved with ARMA? Do you have an idea for a program, workshop, seminar or new model for continuing education? The Greater Seattle board is looking for new volunteers to join our board in many areas such as Website management or future board member. Please contact Andrea Bettger, President of Greater Seattle chapter if you have questions or would like be considered for a volunteer, president@armaseattle.org

