



November DIGEST

Greater Seattle Chapter of ARMA International

Message from the President

Dear member,

I want you to put on your calendar our November 19th chapter meeting, *What's new in SharePoint 2010 for Records Managers*. We will have two speakers from Microsoft, Tricia Bush and Adam Harmetz, speaking about SharePoint 2010, the records management features, social networking tools, and much, much more! The program will be held from 10 a.m. to noon at the Redmond City Hall, 15670 NE 84th St. Redmond, WA. I am planning a carpool from downtown, so contact me if you need a ride to this event. I will hope you will take the time from your day to come and listen to this presentation. Invite other colleagues or your information technology staff because it will be the great program!

Space is limited, so make sure to register for this event.

See you there!

Andrea Bettger

ARMA International Education Foundation Raffle Tickets

Did you miss going to the Orlando ARMA Conference? Well, I have an opportunity for you to attend the ARMA International Conference in San Francisco, California, 2010 for FREE. Purchase one or several ARMA International Education Foundation Raffle Tickets. The raffle tickets are on sale for only \$5.00.

The drawing for the Orlando Conference will be in May.

To find out more details about ARMA International Education Foundation and their mission please visit: <http://www.armaedfoundation.org/>

Mission Statement

On October 29, 2009 the Greater Seattle board approved a new mission statement for the chapter:

The mission of the Greater Seattle Chapter of ARMA International is to serve as a leading resource for the Records and Information Management (RIM) community in and around the Seattle metropolitan area by providing educational programs and social networking opportunities for RIM professionals that promote professional development and collaboration in the

field of data and records management and support compliance with Generally Accepted Recordkeeping Principles (GARP).

I want to thank the following people for working and developing on the mission statement.

Andrew SanAgustin, Foster Pepper- Greater Seattle Vice President
Paul White, City of Redmond- Greater Seattle Programs Co-Chair
Jane Hershman, Perkins Coie
Anton Schneider, Garvey Schubert Barer
Sara Nau, Starbucks

ARMA International Webinars

The below course is the next featured Webinar:

- E-Mail Archiving 101: It's Not Just About E-Mail Anymore (11/30/09)

As a member of ARMA you may go online at anytime and hear previous Webinars. To see the most recent Webinars go to:

<https://www.arma.org/eweb/DynamicPage.aspx?webcode=ARMAISeminarCurrent>

The following Webinars are available to you at any time:

- Generally Accepted Recordkeeping Principles (sm): The Key to Your Organization's Success
- Seven Questions Guide Records Management Strategy and Implementation
- Keys to Effective Business Communication

Great Northwest Region Conference April 15 and 16

I want you to put two more dates on your calendar; April 15 and 16 will be the Great Northwest Region Conference. The Region Conference Committee is currently working on the details of the event, but we hope to soon announce the location and some basic costs associated with event. The committee is quite aware of the limited travel and training money available at this time and we hope to come up with an economical and educational conference. Past region conference registration fees have been under three hundred dollars. If you are planning your budget like many organizations, I would suggest to request to attend and allocate from your organization \$250. Of course, the Greater Seattle Chapter will have scholarships available for chapter member(s) to attend if their organization can't afford the expense.

**Mark your calendars!
Great Northwest Region Conference
April 15 and 16, 2010**

Free Greater Seattle Membership

The Greater Seattle Chapter board will pay for your chapter membership if you are currently an ARMA member that has not selected a chapter. You can belong to the Greater Seattle Chapter one year for free. Why would you want to join a chapter? For better networking opportunities, receive continuing education at the local level, and be part of the ARMA International community. If you know an ARMA member that has not selected a chapter, or someone that just joined ARMA and didn't feel comfortable in selecting a chapter tell them about this offer. Please contact me or Membership Director, Nishan DeSilva on how to receive this opportunity.