

Save the Date

May 9, 2012

11:15am - 1:00pm

GKC ARMA May Meeting
Lidia's
101 W. 22nd St.
Kansas City, MO 64108
816.221.3722

Welcome to Our New GKC ARMA Members!

Nancy Denney
Board of Public Utilities

Rick Macartney
Gimmel LLC

Considering SharePoint® 2010?



Developed for collaborative use by RIM and IT, ARMA International's [Managing Records in Microsoft® SharePoint® 2010](#) describes the software's out-of-the-box capabilities and limitations, and it recommends how to implement it to meet your organization's recordkeeping requirements.

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How to Become an Expert!

David Steward, CRM, President

Our election for the 2012-2013 term takes place in May. This means that now is a great time for you to “throw your hat in the ring.” Any member in good standing is eligible to run for the chapter’s board of directors (BOD). And, this reminds me of a conversation I had just last week.

A member told me that he had thought about running for the BOD, but he was hesitant to put his name on the ballot. Why? Simply because he perceives that others are more qualified. He looks at certain members and views them as industry leaders. He wonders how he, in good faith, could consider that he has as much to offer the chapter.

That’s a fair question. What can he offer the chapter? And, is he as qualified to be on the BOD as other members? I can say without a doubt that, yes, he has a lot to offer, and he is *most* qualified to be a BOD member.

Every one of us who are “the experts” started in this same way. We volunteered and grew in the profession. In fact, for many of us, it was our volunteering that led to the perception that we are experts. No one just determines one day that he or she is an expert; this is something others bestow upon us.

I shared with this member that I, too, had little experience when I first volunteered to run for membership director for the Central Kansas Chapter. Somewhere along the years of filling positions on the BOD and volunteering for opportunities at ARMA’s international level, others started seeing me as a leader in this profession. The difference was my involvement. Is this your time to get involved?

Please e-mail me (president@gkcarma.org) if you want to run for president elect, secretary, treasurer, director of education, director of arrangements, director of membership, or director of publications. (The immediate past president and president positions are automatically filled by the current president and president elect.) Let me recommend that you reach out to any current BOD member (listed on the back of this newsletter) if you want to know more about a particular position. I also welcome your questions via e-mail messages or phone calls (816.983.8860). Either way, you are welcome to learn all you can about the opportunities.

Oh, yes, it might also be good to ask Chris Hohman about her vision for the future of the chapter as she is poised to become president in June. Her e-mail address is presidentelect@gkcarma.org.

Finally, please also check out another great opportunity to get involved by volunteering to help develop ARMA technical reports; it is highlighted on the back.

Your 2011-2012 GKC ARMA Board

President

David Steward, CRM
president@gkcarma.org

Past President

Karen Shaw, CRM
pastpresident@gkcarma.org

President Elect

Christine Hohman
presidentelect@gkcarma.org

Secretary

Sandy Littler
secretary@gkcarma.org

Treasurer

Vince Pingel.
treasurer@gkcarma.org

Director of Education

Bob Featherston, Jr.
education@gkcarma.org

Director of Arrangements

Brenda Johnson
arrangements@gkcarma.org

Director of Membership

Vacant
membership@gkcarma.org

Director of Publications

Matt Waters
publications@gkcarma.org

Your 2011-2012 Midwest/ Rocky Mountain Region Board

Region Manager

Joann E. Looten, CRM
joannl@mosers.org

Region Coordinator

Sheri L. Nystedt, CRM
rimxpri@hotmail.com

Region Coordinator

John M. Downs
downsj@wellmark.com

Region Treasurer

Brian K. Starck
brian.starck@rtd-denver.com

GKC ARMA Thanks to Our 2011-2012 Sponsors



Volunteer to Help Develop ARMA Technical Reports

Through April 30, 2012, ARMA International is recruiting participants for two new technical report publication projects that, once developed, will be registered by the American National Standards Institute (ANSI).

Developing Electronic File Structures will include implementation-based recommendations for electronic file plan creation and management.

Procedures and Issues for Managing Electronic Messages as Records will complement the just-published American National Standard [Policy Design for Managing Electronic Messages \(ANSI/ARMA 19-2012\)](#), addressing the management of any type of text-based electronic communication such as e-mail, instant messages, and text messages.

Visit www.arma.org/standards/development/standardsprogress.cfm and select a project from the drop-down menu to learn more. To apply, click "Join This Project."

Nominate Your Chapter Leader, Chapter Member of Year

Don't forget! **By May 13, 2012**, we need your nominations for two prestigious ARMA International recognition awards: our Chapter Member of the Year and our Chapter Leader of the Year Award. (See Karen Shaw's March 26 e-mail from pastpresident@gkcarma.org for the nomination form, or contact her for the form.)

Winners will be announced and recognized during our June GKC ARMA Chapter meeting, as well as at ARMA International's Annual Conference & Expo in Chicago in September. Winners will also receive an award from ARMA International.

During our June meeting, we will also recognize our members with 5, 10, 15, 20, or 25 years of tenure and provide them with a token of our appreciation for their commitment to our profession and themselves.

On Topic / Online

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