

GREATER DAYTON CHAPTER  
MEETING

March 24, 2009

The Greater Dayton Chapter of ARMA International met on Tuesday, March 24, 2009 at the Miami Conservancy District in Dayton at 5:30 P.M.

In attendance were Chair, Roger Lucas; President, Debbie Andrews; Secretary, Gillian Hill; Treasurer, Elaine Wintrow; Directors, Jay Brooks, Tina Ratcliff and Ray Davis; Program Chair, Cindy Manz; Members, Dave Cooney, Chris Abernathy, Sharon Lane, Joan Donovan, Julie Fairchild, Lori Northern, Gary Maxton and Steve French.

After a delicious buffet dinner from our great caterers, Creatif Catering, there was a short business meeting. Program Chair, Cindy Manz reminded everyone to register early for the upcoming seminar on digitization projects to be held April 29<sup>th</sup>, and Gillian Hill, as Great Lakes Region Manager, encouraged the chapter to submit applications to HQ for a speaker grant and for a leadership training grant. She also reminded chapter leadership of the online leadership classes available for free, provided by ARMA.

The format of the meeting was a first for our chapter. Cindy had organized a live webinar with Jesse Wilkins, an ARMA International Board member and a consultant with Access Sciences. Jesse's presentation was projected on to a large screen and we were able to see him live in one corner of the screen, while listening to his presentation and viewing his Power Point slides. Jesse's subject was "Identifying and Classifying Messages as Records". It was a timely and interesting presentation. E-mail management is a huge problem for many organizations, and Jesse gave us much useful information. He also had a question and answer period at the end of his presentation, at which we asked questions of specific concern to us.

This was an excellent first time experience of how advancing technology will allow us to hear qualified and experienced speakers in the future, with far less expense involved for our chapter than bringing in a speaker in person.

The meeting was adjourned at 8:00 PM.

Respectfully submitted,

Gillian Hill  
Secretary