

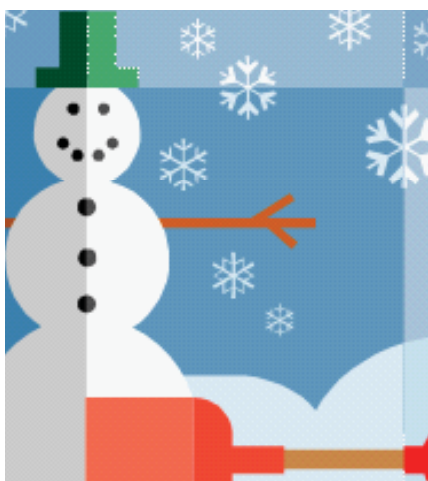
# RECORD

Winter 2008  
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The newsletter of the Virginia Association of Government Archives & Records Administrators

## President's Letter

Dear Friends,



The holidays are not far and I wish you all a wonderful season. I hope you have time to spend with friends and family!

Since the last issue of the newsletter, we have had our 24th Annual Conference at the Stonewall Jackson Hotel and Conference Center in Staunton. While the attendance was down compared to the last several years, the size of the group fit well with the property! The evaluations have been collected and read and so far, the response was a resounding 'thumbs up' for the program and the facility. I thank everyone who worked so hard on the conference committee and to all the attendees for such great fellowship and participation. For those of you who were unable to attend, the presentations from the conference

### Winter 2008

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## VAGARA EXECUTIVE BOARD

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Lois Dalton-Ritger  
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Ervin Jordan  
(434) 924-4975

W. Alondo McClees  
(757) 664-7899

Stacey Slonaker  
(804) 768-7449

## EX OFFICIO MEMBERS

PAST PRESIDENT  
Pat F. Noble  
(804) 347-4806

NEWSLETTER EDITOR  
Cameron L. Waite  
(757) 664-7898

WEBMASTER  
H. Cary Adams  
(804) 706-2009



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## President's Letter continued...

are online at [www.vagara.org/2008 Conf Presentations.html](http://www.vagara.org/2008_Conf_Presentations.html). We missed you and hope to see you next year!

The VAGARA board will not rest on its laurels for long; it's on to planning the conference for 2009 and to continue to move the organization forward in a positive manner! Pat Noble will be spearheading a committee to create operations guides for the board as well as review the Constitution and By-Laws for the organization. I noted on the evaluations that several folks want to be involved, but don't know how – here's the perfect opportunity to step up and become involved! Contact Pat Noble or myself and volunteer your services! We need and want your input!

The Compliance Special Interest Group (SIG) presented its first Best Practices guide (on discovery) at the conference and it was well received! Look for it to be posted on the VAGARA website soon. Earlene will be reconvening the Compliance SIG to take on new objectives; so once again, here's your chance to become involved. The SIGs are only

as successful as you make them! Let's get them started and keep them going! Look for more information in this issue about Special Interest Groups!

We had 2 recipients of the Connis O. Brown scholarship this year and the Executive Board would like to congratulate them both! Lois Reeves from the City of Chesapeake and Sonia Ramsey from the City of Radford Police Department. Well done!

2008 is drawing to a close and the Executive Board has had a busy year and I feel a very successful year. The board came together and worked so well as a team and I am so pleased and honored to serve with them all. What a great testament to members of our organization. I hope that 2009 will be as successful and that we have more opportunities to come together to collaborate, share, enhance, create, and evolve as records managers and archivists!

Happy Holidays to all and be safe!



### CONNIS O. BROWN SCHOLARSHIP WINNERS



**Sonia G. Ramsey**

Records Manager

Department of Police, City of Radford

**Lois H. Reeves**

Records Manager

City of Chesapeake

Let's Get To Know ...

# Our 2008 Members of the Year-

## The moment it happened!

Contributed by Alondo McClees

Wanting to capture the moment when each of our recipients received their awards, I took a moment after the recipients were presented their awards to find out about how they felt in the days afterwards.

The following are the excerpts from the first of these interviews. It was with the always-happy, Cindy Sims, who is the finance director with Culpeper County Human Services. She has been a member of VAGARA for over 15 years has served on the VAGARA board in an Executive capacity.

Alondo: So, Cindy, as you were sitting there enjoying your dinner did you suspect anything?

Cindy: No, especially because the Member of the Year had already been announced – I thought Crissy was the only recipient. I didn't think the second award was for me until I heard Dick mention the casino night and dinner theater events in his speech.

Alondo: What was the first thing that crossed your mind as your name was called?

Cindy: I was extremely surprised and then I "freaked" about having to speak to everyone as I accepted my award. As much as I like to talk, I am deathly afraid to talk in front of a group of people. I'm happy that my shaking knees didn't mess up my voice when I thanked everyone for giving me the award.

Alondo: What emotions did you experience after your brief "public speaking engagement"?

Cindy: I was extremely pleased and excited. I was still overcome with joy and disbelief when I got back to my room later that night.

Alondo: Who did you tell first about your receiving the award?

Cindy: I called my sister's cell phone. I knew she wouldn't answer because she was working, but I left her my elated message.

Alondo: When did you relay the night's events to your boss or co-workers?

Cindy: I told my boss when I got back on Monday. He was very excited as were the other supervisors in my department. They have all been very supportive of my efforts with VAGARA over the years, so they understand what this award is all about.

I also want to take time to thank some people who have helped me out a lot over the last 15 years with VAGARA. First I want to thank David Slonaker, Glenn Smith, and Nancy Tyler who always made sure that we got things done. I also want to offer the most heartfelt thanks to every person who helped on the conference committee. Putting together these wonderful events is a team effort and I couldn't have done it without them.

...

These next set of interview excerpts from the pleasurable interview I conducted with Crissy Campbell, who serves as a manager for the City of Lynchburg's Social Services department.

Alondo: At what point during the dinner or speech did you realize that we had orchestrated an elaborate scheme for you to come to the dinner so that you could personally receive your award as Member of the Year?

Crissy: Not until about halfway through Earlene's speech – after he mentioned some of the things I had done like the arrangements for the hospitality room and serving as the treasurer for the executive board.

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Alondo: So how did you feel after the realization set in that you were the recipient?

Crissy: I was completely speechless. I was on a natural high. I really see it as a heartfelt award, especially because someone took the time to nominate me. I felt pretty emotional.

Alondo: How long did that feeling last for you?

Crissy: I was still pretty wired on the drive back to Lynchburg that evening, like I wasn't gonna be able to sleep later. On Friday, when I got to work, I was still pretty excited. Cathy sent an e-mail about me getting the award to our bosses when we got back to the office and then my boss sent an e-mail about it to the whole agency. I got congratulations all day long.

Alondo: I am personally happy that we were

able to make sure that you and Cindy were there to receive your awards in person. I don't think it would have been the same if we had to bring the award to you outside of the conference. Is there anything else you want to make sure that I include in this candid interview?

Crissy: I want to thank everyone who helped me through the years: Rowlena Robinson, Pat Kost, Nancy Arthur, Mark Johnson (Director of Lynchburg Social Services) who has supported me taking time from my job to support VAGARA, Pat Noble, you, Cindy Sims, Glenn Smith, Nancy Tyler, the whole customer support team at DSS, including Cathy, Melissa, Shannon, and the rest of the crew. And thanks to everyone who has been a part of VAGARA and made this such a great experience for me!



L-R: Dick Harrington, Cindy Sims, Alondo McClees, Crissy Campbell, Earlene Dixon.  
Dick, Alondo, and Earlene serve on the Member of the Year Nominating Committee



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# Mark your calendars



- VAGARA** [www.vagara.org](http://www.vagara.org)  
 Nov. 11-13 2009 Conference will be held in Richmond, VA
- AIIM** [www.aiim.org](http://www.aiim.org)  
 Dec. 17 Webinar: State of Electronic Records Management (ERM): 2009 and Beyond  
 Jan. 20 VAGARA members are invited to attend the Old Dominion Chapter AIIM meeting at 12 noon at the Bull & Bear Club in downtown Richmond. The speaker is Stephen Levenson, Chair of AIIM's Board of Standards. The topic will be a discussion of the PDF/A standard and the benefits of using that file format. A buffet lunch will be served, the cost is \$20 for members, \$25 for non-members. RSVP to John Breeden at [john.breeden@VDOT.virginia.gov](mailto:john.breeden@VDOT.virginia.gov) no later than Jan. 16th or RSVP online at <http://www.aiim.org/chapters/ChapterEventView.aspx?ChapterID=18&EventID=4399> Complete program description and details are at:  
<http://www.aiim.org/Events/Webinars-ECM-BPM-ERM-Systems.aspx>  
 Jan. 21 Webinar: eDiscovery-Considerations for Litigation Readiness
- ARMA** [www.arma.org](http://www.arma.org)  
 Jan. 12-20 Managing the Part-time RIM Project Team. Registration for this webinar closes January 9, 2009.
- ICRM** <http://www.icrm.org>  
 Nov. - Jan. 29 Winter Exam Registrations for Winter Exam Cycle. Parts 1-5 February 2-6, 2009, Part 6 February 5, 2009  
 Feb. 18-April 30 Spring Exam Registrations for Spring Exam Cycle. Parts 1-5 May 4-8, 2009, Part 6 May 7, 2009  
 May 20-July 30 Summer Exam Registrations for Summer Exam Cycle. Parts 1-5 August 3-7, 2009, Part 6 August 6, 2009  
 Aug. 19-Oct. 29 Fall Exam Registrations for Fall Exam Cycle. Parts 1-5 November 2-6, 2009, Part 6 November 5, 2009
- IIMC** [www.iimc.com/index/index.shtml](http://www.iimc.com/index/index.shtml)  
 (International Institute Municipal Clerks)  
 Jan. 15-17 Region II Annual Conference hosted by Maryland Clerks, Historic Inn's, Annapolis, MD  
 May 3-9 40th Annual IIMC Municipal Clerks Week  
 May 19-23 63rd IIMC Annual Conference, Chicago, IL  
 June 14-17 2009 AMCTO Annual General Meeting and Professional Development Institute, Sault Ste Marie, Ontario, Canada

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# Mark your calendars

May 23-27, 2010 64th Annual Conference - Reno/Tahoe, NV

May 8-12, 2011 65th Annual Conference - Nashville, TN

May 20-24, 2012 66th Annual Conference - Portland, OR

Medical Records Institute [www.medrecinst.com](http://www.medrecinst.com)

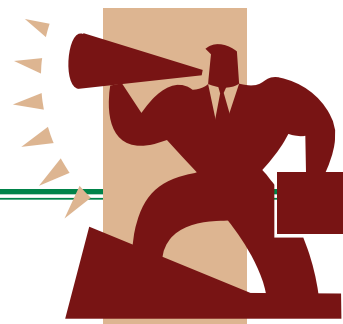
Feb.1-5 25th Annual Conference and Exhibition: 2009 TEPRplus Conference: Rehydrating Health IT in Palm Springs, CA.

<http://www.medrecinst.com/tepr/2009/>

VMCA [www.vmca.com](http://www.vmca.com)  
(Virginia Municipal Clerks Association)

Apr. 22-24 2009 Conference will be held in Chesapeake, VA.

<http://www.vmca.com/forms/UpcomingConferences.htm>



## ANNOUNCEMENTS



President Nancy Tyler and New Honorary Member Pat Noble

Patricia "Pat" Noble received the Honorary Member Award at the 2008 VAGARA Conference for her many years of commitment to VAGARA and her contributions to the field of records management.

Keep your RIM knowledge growing with Inside the Records Room, Records Management's ONLY Radio/Internet Talk Show, airs weekly on WNJC 1360AM radio station in Sewell, from 8:00pm- 9:00pm EST. In addition to being broadcast on the 1360 AM airwaves, the show is also broadcast to the internet at [www.insidetherecordroom.com](http://www.insidetherecordroom.com). For more information about the shows and other special offerings for ARMA members, go to Inside the Records Room at [www.insidetherecordroom.com](http://www.insidetherecordroom.com).



# PAHR Picks Up Steam!

Reprinted with permission. This article was first published in the International Institute of Municipal Clerks News Digest, 12 August 2008. More information can be found at <http://www.archivists.org/pahr/index.asp>

On May 14, 2008, the "Preserving the American Historical Record" Bill, H.R. 6056, was introduced in the U.S. House of Representatives by Maurice Hinchey (D-NY) and Chris Cannon (RUT). Their joint sponsorship from both sides of the aisle highlights the bill's broad, bipartisan appeal. Now is the time for every government official to understand the PAHR bill and act to see it passed.

## Understanding the PAHR Bill

PAHR will provide state formula grants to archives in the same way that such grants are provided now to libraries and historic preservation offices. A formula grant program uses a formula (typically based on population and land area) to divide a pool of money among all the states. The PAHR bill provides for an authorization and annual appropriation of \$50,000,000 to be divided among the 50 states and territories.

PAHR money will be available to fund a variety of archives projects by local governments and archival repositories of all kinds: to create access tools, such as finding aids, indexes, documentary editions, and digital collections; to preserve archival records or make them more widely accessible; to develop curriculum materials using primary sources; and to support education and training of archivists and others who work with archival records.

The PAHR legislation sets national parameters for how the money may be used, but within those broad guidelines each state will set its own priorities for spending the funds. State priorities will be based on a strategic plan, developed by each State Historical Records Advisory Board and the state archives and approved by the National Archives and Records Administration. Projects will be funded through re-grants to individual organizations

or cooperatives or through statewide projects.

The PAHR bill will provide a source of steady, predictable money that states can use to do long-term planning and strategic initiatives. And PAHR complements the National Historical Publications and

Records Commission (NHPRC) by giving the states the funds they need to focus on statewide priorities while freeing more money for NHPRC to encourage national initiatives.

Please help get PAHR to the next step. How can you help? It depends on what you're thinking right now:

1. "I'm ready to roll. Just point me in the right direction." Call or write at least one member of your Congressional delegation (or all of them!) and ask them to co-sponsor H.R. 6056 by calling either (if they are a Democrat) Anne Georges in Rep. Hinchey's office at 202-225-6335 or (if they are a Republican) Matt Landoli in Rep. Cannon's office at 202-225-7751. Tell them in your own words (just a sentence or two) why this bill is important to you. And, since you're ready to roll, go on and do the things described in items 2 and 3.

2. "I don't have time to make a call or write a letter." No problem. Letters get delayed anyway. Just set aside five minutes (really! Only five), crank up your computer and go to [http://www.humanitiesadvocacy.org/action\\_ctr.html](http://www.humanitiesadvocacy.org/action_ctr.html). Select the first option ("Elected Officials").

Enter your zip code (Zip+4, if you know it. If you don't know the last 4 digits, just put in the Zip and the computer will ask for your address). Select "Federal" under "Write your Elected Officials." Now just complete the form and send it off. Don't know what to say? See item 1.

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## PAHR (the Bill) Is Supported by PAHR (the Partnership)

The "Preserving the American Historical Record" Act is being advocated for by the "Partnership for the American Historical Record." Members of the partnership include the Council of State Archivists, the National Association of Government Archives and Records Administrators, and the Society of American Archivists, as well as more than a dozen statewide and regional archival organizations and such "sister" organizations as the American Association for State and Local History. For further information, see our website: [www.archivists.org/pahr](http://www.archivists.org/pahr) or email us at: [pahr@statearchivists.org](mailto:pahr@statearchivists.org).

What the "Preserving the American Historical Record" Act will mean for our nation

A total of \$50 million would be distributed to the states and territories each year using a formula based on population and area.

Competitive grants would be available to the nation's 87,525 local governments; more than 8,000 local archives, historical societies, and heritage organizations; 9,198 public libraries; and more than 3,650 academic institutions with library and archival holdings.

If we had this program, you might see:

- Researchers using an online digital collection of each state's historic photographs,

documents, and maps.

- Teachers and students using an online educational site of archival records with lessons that support the teaching of state history and a host of other academic subjects, from kindergarten through graduate school.

- Family historians searching name indexes online for military service, land ownership, naturalization, and state and federal censuses.

- The public attending exhibits and programs in libraries and museums-or even at interstate rest stops, shopping malls, and community centers.

- Officials and researchers using databases, email files, and other digital records that have been saved in a way that they can always be read; and

- Government officials following a well-designed disaster plan to save essential records and resume operations after a flood or tornado.

### PHAR update

Currently, the PHAR Act has been referred to the House Committee on Oversight and Government Reform as of May 14, 2008. Please see our site <http://www.archivists.org/pahr> for the latest updates and more information.



- Do you have someone retiring from the field of Records Management?
- Does someone in VAGARA have a birthday coming up?
- Do you have an article that you want to publish?

Please send your announcements to Cameron Waite, Newsletter Editor at [cameron.waite@norfolk.gov](mailto:cameron.waite@norfolk.gov)