

**ARMA 2011 MID-ATLANTIC LEADERSHIP TRAINING CONFERENCE
CHAPTER REPORT**

CHAPTER: GREATER BALTIMORE MARYLAND

CHAPTER CONTACT INFORMATION: Chad Doran, CRM, Chapter President

PROGRAMS: (Best in the past year)

MEETING DATE	TIME OF DAY BRFST/LCH/DNR	ATTENDANCE MEMBER/ NON-MEMBER	PRESENTATION TOPIC/SPEAKER
9/2010	Dinner	25	"Its 2010 - Do You Know Where Your Emails Are?" Jason Baron, National Archives and Records Administration
12/2010	Dinner	32	Holiday Meeting: "Records and Content Management Technologies – A Year In Review", Scott Swidersky, Executive Director, Information Systems Division
2/2011	Dinner	31	"Mitigate Your Risk - Find Out How", Fred Diers, (former ARMA International President) VP and General Manager of GRM's Solutions Group
3/2011	Dinner	25	"Governing Information: The New Job Description for Records Professionals", Jeffrey Ritter, Esq.

CHAPTER EDUCATION ACTIVITIES:

SEMINAR	DATE (S) & TIMES	ATTENDANCE MEMBER/ NON-MEMBER	SPEAKER NAME	SPEAKER TOPIC
35 th Anniversary Meeting	5/2/2011, 3:00 PM	90 members/ nonmembers	U.S. Archivist David Ferriero, and Maryland State Archivist Dr. Edward Papenfuse	Updates from the National Archives and Records Administration and Maryland State Archives

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MEMBERSHIP STATISTICS:

BEGINNING OF THE YEAR	CURRENT	CHAPTER MEMBERSHIP GOAL FOR 2009-2010
#57	#61	#65

1. What months constitute your chapter year?
(i.e. September-June; August-May; year 'round, etc.) September - June

2. Do you hold your chapter meetings on a routine day of the month? Yes No

 If yes, which day? (i.e. second Tuesday of each month, etc.) First Monday of each month.
 If no, how does your chapter know when to meet?

OTHER

1. **Chapter Member Involvement.** Please list some of your promotions, marketing, contests, ideas, etc. which have benefited your chapter members, our profession and/or your chapter.

 We held a chapter membership drive – featuring a competition to encourage members to bring (non member) guests to meetings.

2. **Special Projects - Chapter Related.** Please list special chapter projects and/or ideas for chapter projects from the last two years. Think about benefits reaped from each special project and jot it down as well.

 We have not pursued any special projects.

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CHAPTER HIGHLIGHTS -- "TIME TO SHINE"

Please list your top three highlights for chapter year 2009-2010 (chapter accomplishments) and what you attribute their success to.

- 1) **United States Archivist David Ferriero addressed our chapter for our 35th Anniversary Meeting:** First, the board made the decision to invite the U.S. Archivist, even though we thought it was unlikely that he would accept. Second, we made use of contacts from a board member that worked at a federal agency to get on his schedule.
- 2) **Continued growth in membership:** We have experienced growth in chapter membership. This year, we have continued to change meeting locations and venues to accommodate members from different geographic areas. This continues to be a successful strategy for our chapter.
- 3) **Increased Support from Vendors:** We received increased vendor support for two chapter events (35th Anniversary Meeting and Holiday Meeting). We attribute this to our Immediate Past President taking the time to make contact, request support, and follow up consistently with vendors.

CHAPTER "LESSONS LEARNED"

Please list chapter "lessons learned", avenues sought to correct and possible insights for avoidance or for handling the situation better.

- 1) We had to cancel our January meeting due to low attendance. It seems that the timing after the New Year made it difficult for our members to attend. We will consider possibly skipping January next year.
- 2) We need to adapt to our changing membership. Some of our most loyal members are now retiring and no longer attend our meetings. What has worked in years past, may not work any longer.