



## ARMA Tidewater Chapter FAQ

**What is ARMA?** ARMA International, the Information Management Professionals, is a professional organization and is open to anyone involved in managing records and information.

**What does the Tidewater Chapter do?** Our Chapter works to promote and organize records management initiatives in this area. The Chapter holds monthly meetings to help instruct, inform, and provide networking opportunities to business and government records professionals.

**What geographic area does your Chapter cover?** Chesapeake, Gloucester, Hampton, Isle of Wight County, Newport News, Norfolk, Poquoson, Portsmouth, Smithfield, Suffolk, Virginia Beach, Williamsburg and York County.

**Where and when do you meet?** At this time, meetings are held on the third Tuesday of each month at local restaurants on the Peninsula. Meeting locations, times, and RSVP information are listed in our Chapter newsletter, *Tidal Waves*, and on our website.

**Do you hold any special meetings throughout the year?** The Chapter holds a Seminar each spring to offer training in records and information management principles. We have an average attendance of 75 and as many as 10 exhibitors. Additionally, we hold a joint meeting each fall with the Richmond ARMA Chapter and a Bosses' Appreciation Night each winter to thank supervisors for their continued support of our Chapter's activities.

### **What would I receive for becoming a member?**

Members of ARMA International and the Tidewater Chapter have access to resources such as legislative and regulatory updates; opportunities to take part in setting standards and best practices for the records management industry; educational training both in person and on-line that help records managers stay knowledgeable about technology trends and marketplace analysis; discounts on books and materials created for managing records and information; and opportunities to discuss records and information management with records and information professionals both locally and throughout the world. Members also hone their leadership and decision-making skills through active participation in Chapter activities.

### **What types of businesses participate in the Tidewater Chapter?**

Members of Tidewater ARMA come from municipal records offices, administrative offices, school divisions, software vendors, records storage companies, shredding/recycling companies, legal offices and health professions.

**How do I join?** You must first join ARMA International. To join ARMA International, you may contact our membership chair, Angela Mitchell, by email to [mitchella@wjcc.k12.va.us](mailto:mitchella@wjcc.k12.va.us) You may also go to ARMA International's website (<http://www.arma.org>) to join. Tidewater Chapter

membership is only an additional \$10 per year. Don't forget to select Tidewater Chapter membership when you submit your application. Tidewater Chapter is ARMA Chapter #045, part of the Mid-Atlantic region.

**Do you have Certified Records Managers in the Tidewater Chapter?** We currently have 3 CRMs in our chapter. For more information about Certified Records Management program please check the ICRM website at <http://www.icrm.org/>

**How can I subscribe to or advertise in the Chapter newsletter?** Contact Audrey Page, our newsletter editor, at [akpage@james-city.va.us](mailto:akpage@james-city.va.us) for more information about subscribing to the newsletter either electronically or in paper format. She will also be able to assist you if you are interested in advertising in our newsletter.

## FOR MORE INFORMATION:

ARMA International web:  
<http://www.arma.org/>

Tidewater Chapter Email:  
[ARMATidewater@yahoo.com](mailto:ARMATidewater@yahoo.com)

Tidewater Chapter Web Page:  
<http://www.armamar.org/tw/>

Membership Application link:  
<http://www.arma.org/join/apply.cfm>

Institute of Certified Records Managers  
<http://www.icrm.org/>

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# Welcome to the ARMA Tidewater Chapter

*The Authority on  
Managing Records &  
Information*



**ARMA**  
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