

# **ARMA Calgary Chapter**

## Newsletter Annual Report 2008-2009

### **Section III – Public Relations - Newsletter**

#### **Executive Summary**

The Chapter's **Newsletter** is published 10 times per year. It is effectively used both as a promotional tool and a resource. It is managed by the Newsletter editor who encourages Board and Chapter members to make regular contributions of timely RIM articles as well as other information relevant to the RIM community.

#### **Newsletter**

Committee Newsletter – Justin Kennedy

The ARMA Calgary Chapter newsletter "For the Record" was published 10 times during the operational year. All chapter members receive a current publication monthly, except July and August, as a benefit of their membership. The newsletter is distributed via e-mail in PDF format and is also available via the ARMA Calgary Chapter Website.

The newsletter is the primary method for delivering current membership news, event notifications, and educational articles related to the profession. The membership is generally very appreciative and has provided many positive comments because of the quality and currency of the content. A president's message sets the tone for each issue and provides an ongoing narrative for the membership. Many regular columns have also been maintained throughout the year such as Tech Talk, the CRM Column, Ask the CRM, Privacy Watch and current events of interest to the membership. A special emphasis is given to providing details about chapter information and luncheon sessions as well as the reports on the topics and speakers of current and past sessions. A special 4 part series on the evolution of records management responsibilities was started in March. The series will cover the evolution of the language of records management, the evolution and assimilation of technology into records management practice and the evolution of stellar records management careers.

The November 2008 issue (Volume 31, Issue 3) was of particular note as it showcased the achievements of the chapter culminating in the Chapter of the Year Award for 2007-2008.