

**ARMA Calgary Chapter**  
**Vice President's Annual Report**  
**July 1, 2010 – June 30, 2020**

**Activities Completed**

- Chaired one and attended all Board meetings to discuss ARMA related issues.
- Restructured and reorganized ARMA Calgary Dropbox of Chapter records and other content.
- Migrated all contents from Dropbox to Google Drive to reduce costs and increase access as all Board members have gmail accounts. Contents will continue to reside within the Vice President gmail account with all other members granted Read/Write access.
- Coordinated the set-up and administration of Zoom for virtual Board meetings as well as the AGM; and created an accompanying instruction manual for use by future Board members.

**Activities Planned**

- If elected, remain on the Board in the position of President 2020-2021.
- Scheduled to attend ARMA Canada Conference in Winnipeg, June 2020 including Leadership sessions (cancelled due to COVID-19).
- In conjunction with the ARMA Calgary President, partner with the ARMA Canada Expo & Events Director to assist with planning for the 2021 conference to be held in Calgary, AB.
- Act as planning committee member for a Western Canada region conference to be held in 2022 (all actions pending).

Respectfully submitted by Angélique Roy