



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. Additionally, we hold a joint meeting each fall with the Richmond ARMA Chapter and a Bosses' Appreciation Night each winter.

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 market-place analysis; discounts on books and materials created for managing records and information; and opportunities to 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. 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 4 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? To subscribe or advertise in the newsletter, send an email to ARMATidewater@yahoo.com. Be sure to make the subject of your email "Newsletter subscription" for subscription additions or "Advertising request/information" for advertising questions. Also, always be sure to include a valid email address for us to contact you. Newsletter subscriptions are electronic. Advertising rates are published in the newsletter.

FOR MORE INFORMATION:

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

Tidewater Chapter Email:
ARMATidewater@yahoo.com

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

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*

