

TIDAL WAVES

ARMA INTERNATIONAL  TIDEWATER CHAPTER #45

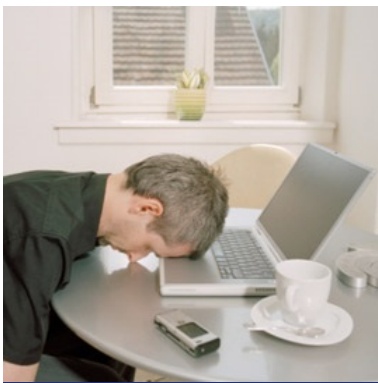


President's Message
COVID-19 and ARMA,
International resources
and a call for new
Board members.
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Susan Marziani
Interim Newsletter Editor

Tips For Working at Home
Tips to help you lead a better
remote work life.
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President's Message

Greetings...

As our Chapter year comes to a close, let's take a moment to reflect on our excellent monthly programs. Prior to the onset of the Pandemic, our speakers shared a wealth of knowledge on a variety of topics - including Project Management, Taxonomy, Risk Management and eDiscovery. And let's not forget our successful Angel Tree charity venture. So a round of applause goes out to all Chapter members for your support and dedication.

As outgoing Chapter Vice-President, my most sincere appreciation is extended to my Board members. The 2020 - 2021 Slate of Candidates is currently being finalized and plans are underway for a virtual Installation of Officers event.

Looking forward to interacting with all of you at our virtual meeting as we install our incoming Chapter officers, and present our annual awards.

Blessings...

Darlene

20 Tips For Working From Home

1. Maintain Regular Hours
2. Create a Morning Routine
3. Set Ground Rules with the People in your Space
4. Take Breaks in their Entirety
5. Leave Home
6. Don't Hesitate to Ask for What You Need
7. Keep a Dedicated Office Space

Everyone who works remotely has to figure out when to work, where to work, and how to create boundaries between work and personal life. What about office equipment, career development, training opportunities, and building relationships with colleagues?

Working remotely, especially when working from home, means figuring out these issues and others. To see all 20 tips for leading a better and more productive remote-working life, visit [PC Magazine](#) for the full article.



“The number of records grows faster than the rate of disposal, and the need for maintaining accuracy of information, effective indexing, correct retrievals, and application of retention scheduling does not diminish” (IMA).

“Office workers can waste up to two hours a day looking for misplaced paperwork--at total of 500 hours (62.5 days) per year” (TN).



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DOMA PROUDLY SUPPORTS THE ARMA TIDEWATER CHAPTER

TREASURY ACTIVITY REPORT

MAY 2020



CHECKING OPERATING ACCOUNT

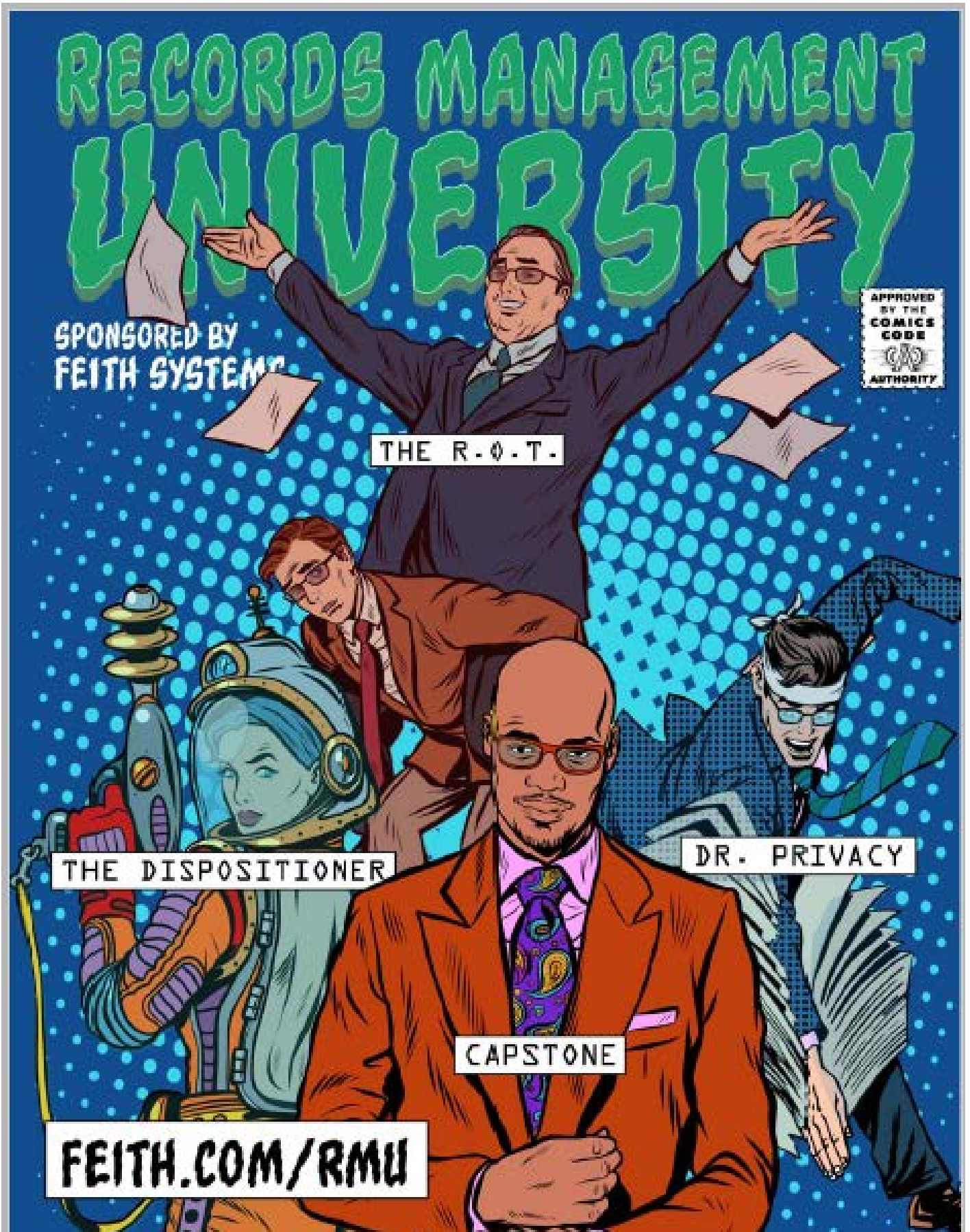
Beginning Balance - May 1, 2020			9,974.86
Deposits:			
5/4/20	HQ/Escrow	20.00	
Date	Description	0.00	
Date	Description	0.00	
Date	Description	0.00	
Total Deposits		20.00	
Disbursements:			
5/7/20	Annual Report/SCC	25.00	
Date	Description	0.00	
Date	Description	0.00	
Date	Description	0.00	
Total Disbursements		25.00	
<i>Ending Balance as of May 31, 2020</i>			9,969.86

SAVINGS/SCHOLARSHIP ACCOUNT

Beginning Balance - May 1, 2020			3,356.74
Deposits:			
Date	Description	0.00	
Date	Description	0.00	
Total Deposit		0.00	
Disbursements:			
Date		0.00	
Date		0.00	
Total Disbursements		0.00	
<i>Ending Balance as of May 31, 2020</i>			3,356.74

TIDEWATER ARMA NET WORTH: 13,326.60

Respectfully Submitted
Susan E. Marziani, Treasurer
Date: 3 June 2020



Certifications!!

Institute of Certified Records Managers

www.icrm.org or call 1-877-244-3128 or email admin@icrm.org

Year-round testing at Pearson VUE test sites for CRM Parts 1-5 & post-certification specialty designation exams.

CRM Part 6 testing window February 3-14, 2020.

This exam will accept reservations from November 22, 2019 to January 30, 2020 .

CRM-Federal Specialist (FED) for CRMs with 4 years of professional practice in RIM for the U.S. Government,

CRM-Nuclear Specialist (NS)

<http://www.icrm.org/fed-spec-landing-page>

Information Governance Professional



www.arma.org/page/certifications

The IGP Exam is open year round for testing.

The exam must be completed within 12 months of your application's approval.

Academic Partners with Programs that Provide Credits for ICRM Exams:

Louisiana State University (LSU) – graduates of the LSU RIM Certificate Program meeting the requirements of the ICRM/LSU partnership may be eligible to apply for credit for Parts 1-5 of the ICRM exams.

San Jose' State University (SJSU) School of Information (iSchool) – graduates of the Master of Archives and Records Administration (MARA) degree program meeting the requirements of the ICRM/SJSU partnership may be eligible to apply for credit for Parts 1-5 of the ICRM exams.

Certified Information Professional

www.aiim.org/education-section/cip

Contact Us

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October 26 - 29, 2020
* ARMA Int'l InfoCon *

ARMA's Board of Directors is actively modeling a virtual InfoCon for October. For more details, visit arma.org.



**ELECT THE OFFICERS
FOR CHAPTER YEAR
2020-2021**

The election of Board of Directors has been delayed due to the pandemic.

We will announce the candidates and your opportunity to vote very soon.

Thank You!

**YOUR CHAPTER
OFFICERS**

President/Vice-President
Darlene Barber
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Darlene.Barber@hii-nns.com

Secretary
Drew Dail
757.708.6593
Andrew.dail@PRAGroup.com

Treasurer
Susan Marziani
757.385.8908
smarzian@vbgov.com