

CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

Thomas P. Murphy, President
Lawrence J. Cella, Vice-President
Rita Marie Fulginiti, Secretary
Joseph D. Meyers, Treasurer

AGENDA

CARMA/NJ MEETING
Wednesday, March 16, 1994
COUNTY OF OCEAN

9:30 a.m. Gather in Cafeteria
Coffee & Danish Available

10 a.m. Welcome by M. Dean Haines
County Clerk

Introductions by each county represented.

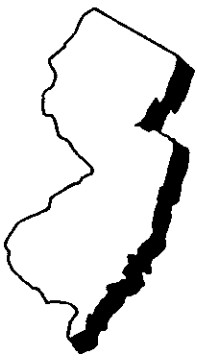
Treasurer's Report for	Joe Meyers
Secretary's Report	Rita Fulginiti
New Jersey DARM Report	Joe Falca
President's Report	Tom Murphy

10:30 a.m. Tour of Records Center Richard Laycock
Charlotte Bleier
Ocean County

Lunch and adjournment

Next Scheduled Meeting: Wed., May 18
Middlesex DARM

Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

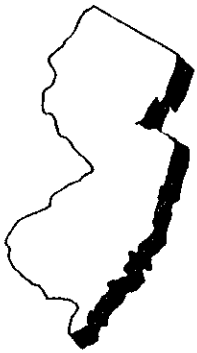
Thomas P. Murphy, President
Lawrence J. Cella, Vice-President
Rita Marie Fulginiti, Secretary
Joseph D. Meyers, Treasurer

AGENDA

CARMA/NJ MEETING
Tuesday, May 17, 1994
MIDDLESEX COUNTY DEPT. OF ARCHIVES & RECORDS MANAGEMENT

10 a.m.	Welcome by	Tom Murphy President
	Introductions by each county represented.	
	Treasurer's Report for	Joe Meyers
	Secretary's Report	Rita Fulginiti
	Vice President's Report Letter on behalf of CARMA/NJ	Larry Cella
	New Jersey DARM Report	Joe Falca
	Discussion on Management Issues for Records Managers	Led by Tom Murphy
	Lunch and adjournment	
	Next Scheduled Meeting:	

Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

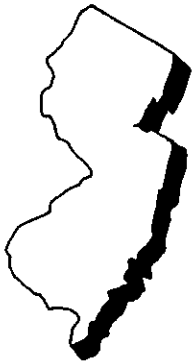
Thomas P. Murphy, *President*
Lawrence J. Cella, *Vice-President*
Rita Marie Fulginiti, *Secretary*
Joseph D. Meyers, *Treasurer*

AGENDA

Tuesday, May 16, 1995
Middlesex DARM, North Brunswick

10:00 A.M		
✓	Call to Order	Thomas Murphy President
✓	Welcome	Dorothy Power Clerk of the Board Middlesex County
✓	Self Introductions	
✓	Secretary's Report	Rita Fulginiti
	Treasurer's Report	Joseph Meyers
	Vice President's Report	Lawrence Cella
	County/Municipal Updates	
	New Jersey DARM Report	Joseph Falca
	Superior Court Records Report	
	Guest Speaker	Dave Offenberg Allister Business Systems
	President's Report	Thomas Murphy
	Lunch and adjournment	

Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

Thomas P. Murphy, President
Lawrence J. Cella, Vice-President
Rita Marie Fulginiti, Secretary
Joseph D. Meyers, Treasurer
Members At Large
Alice Buck
Richard Laycock

AGENDA

Thursday, September 21, 1995
Monmouth County Archives

10:00 A.M

Call to Order

Thomas Murphy
President

Welcome

Jane Clayton
Monmouth County Clerk

Self Introductions

Secretary's Report

Rita Fulginiti

Treasurer's Report

Rita Fulginiti for
Joseph Meyers

Vice President's Report

Lawrence Cella

County/Municipal Updates

New Jersey DARM Report

Karen Perry

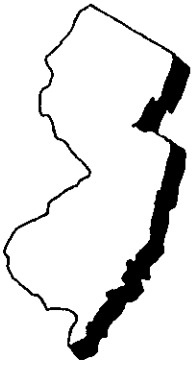
President's Report

Thomas Murphy

Lunch and tour of Archives Facility

Address correspondence to:

Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

Thomas P. Murphy, President
Lawrence J. Cella, Vice-President
Rita Marie Fulginiti, Secretary
Joseph D. Meyers, Treasurer
Members At Large
Alice Buck
Richard Laycock

AGENDA

Thursday, December 5, 1996

Middlesex County

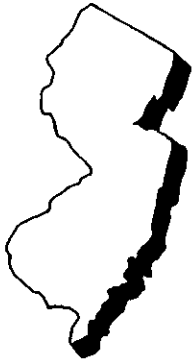
Department of Archives and Records Management

Annual Meeting with Election of Officers

10:00 a.m.	Call to Order	Thomas P. Murphy President
	Secretary's Report	Rita Fulginiti
	Treasurer's Report	Joseph Meyers
	Vice President's Report	Lawrence Cella
	Nomination and Election of Officers	Jerry Balasze, Jack Clegg, Diana Hevener
	New Jersey DARM Report Imaging Standards	Joseph Falca Albin Wagner
	County/Municipal Updates	
	President's Report	Thomas Murphy
	Adjournment / Lunch	
	Next Meeting:	
	Place:	

Address correspondence to:

*Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871*



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

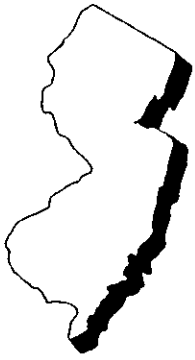
Thomas P. Murphy, President
Lawrence J. Cella, Vice-President
Rita Marie Fulginiti, Secretary
Joseph D. Meyers, Treasurer
Members At Large
Richard Laycock
Gary Saretzky

AGENDA

Thursday, March 20, 1997
Ocean County Government Complex

- | | |
|---|--|
| 10:00 a.m. Welcome | Joseph J. Harding, Director
Management & Budget |
| Call to Order | Thomas P. Murphy
President |
| Secretary's Report | Rita Fulginiti |
| Treasurer's Report | Joseph Meyers |
| Vice President's Report | Lawrence Cella |
| Guest | Roger Frost
Garden State Office Systems, Inc. |
| New Jersey DARM Report
Imaging Standards | Joseph Falca
Albin Wagner |
| CARMA Survey
Storage and Microfilming of
Courts Records | |
| County/Municipal Updates | |
| President's Report | Thomas Murphy |
| Adjournment / Lunch | |
| Next Meeting: | Thursday, May 22, 1997 |
| Place: | NJDARM |

*Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871*



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

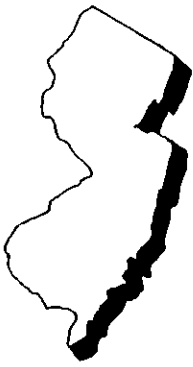
Thomas P. Murphy, *President*
Lawrence J. Cella, *Vice-President*
Rita Marie Fulginiti, *Secretary*
Joseph D. Meyers, *Treasurer*
Members At Large
Richard Laycock
Gary D. Saretzky

AGENDA

Thursday, September 18, 1997
Burlington County Office Building, Mount Holly
Freeholder Board Room

- | | |
|--|--|
| 10:00 a.m. ✓ Welcome | Isaac Boykin, Records Manager
Burlington County |
| ✓ Call to Order | Thomas P. Murphy, President |
| ✓ Secretary's Report | Rita Fulginiti |
| ✓ Treasurer's Report | Joseph Meyers <i>9/17/97</i> |
| ✓ Vice President's Report | Lawrence Cella |
| ✓ New Jersey DARM Report | Karl J. Niederer, Director ✓
Albin Wagner ✓
Joseph Falca ✓ |
| ✓ CARMA/NJ Sponsorship
of DARM Imaging Workshop | Albin Wagner |
| ✓ Records Management in the
Counties for the Courts | Donald F. Phelan,
Clerk of the Superior Court |
| President's Report | Thomas Murphy |
| Adjournment / Lunch | Jury Assembly Room |
| Next Meeting: | Thursday, December 4, 1997 |
| Place: | Middlesex County DARM |

Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

Thomas P. Murphy, *President*
Lawrence J. Cella, *Vice-President*
Rita Marie Fulginiti, *Secretary*
Joseph D. Meyers, *Treasurer*
Members At Large
Richard Laycock
Gary D. Saretzky

AGENDA

Thursday, March 26, 1998
Monmouth County Hall of Records

10:00 a.m. ✓Call to Order

Thomas P. Murphy
President

✓Welcome

Hon. Claire French
Monmouth County Clerk

Secretary's Report

Rita Fulginiti

✓Treasurer's Report

Joseph Meyers

Vice President's Report

Lawrence Cella

✓New Jersey DARM Report

Joseph Falca

✓President's Report

Thomas Murphy

✓Demonstration and Tour of the County Clerk's Recording/
Document Imaging System (in groups of 10)

County/Municipal Updates

Group Discussion

Adjournment / Lunch

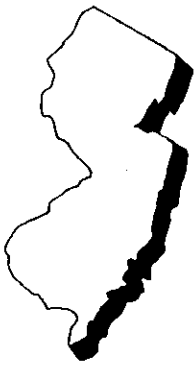
Next Meeting:

Thursday, May 14

Place:

New Jersey Records Center

*Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871*



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

Thomas P. Murphy, President
Lawrence J. Cella, Vice-President
Rita Marie Fulginiti, Secretary
Joseph D. Meyers, Treasurer
Members At Large
Richard Laycock
Gary D. Saretzky

AGENDA

Thursday, May 14, 1998
State Records Center

10:00 a.m. ✓ Welcome and Call to Order Thomas P. Murphy, President

✓ Secretary's Report Rita Fulginiti

✓ Treasurer's Report \$ 1,174.56 Joseph Meyers

✓ Vice President's Report Lawrence Cella

✓ New Jersey DARM Report Karl J. Niederer, Director
workshops in fall Albin Wagner
Joseph Falca

✓ Counties Roundtable

President's Report Thomas Murphy

Imaging Demonstration

Adjournment / Lunch

Next Meeting:

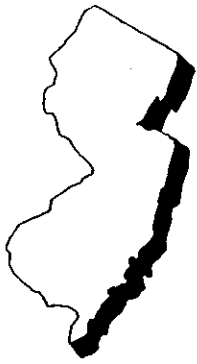
Thursday, September 24, 1998

Place:

Somerset County DARM (tent.)

Address correspondence to:

Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

Thomas P. Murphy, *President*
Lawrence J. Cella, *Vice-President*
Rita Marie Fulginiti, *Secretary*
Joseph D. Meyers, *Treasurer*
Members At Large
Richard Laycock
Gary D. Saretzky

AGENDA

Thursday, September 24, 1998
Somerset County Complex

10:00 a.m. Welcome	Hon. Peter S. Palmer, Somerset County Freeholder
Call to Order	Thomas P. Murphy, President
Secretary's Report	Rita Marie Fulginiti
Treasurer's Report	Joseph Meyers
Vice President's Report	Lawrence Cella
New Jersey DARM Report	Joseph Falca
Counties Roundtable	
President's Report	Thomas Murphy
Tour of Somerset County Records Management	
Adjournment / Lunch	
Next Meeting:	<i>Thursday, December 3, 1998</i>
Place:	<i>Middlesex County DARM Annual Meeting</i>

Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

Thomas P. Murphy, President
Lawrence J. Cella, Vice-President
Rita Marie Fulginiti, Secretary
Joseph D. Meyers, Treasurer
Members At Large
Richard Laycock
Gary D. Saretzky

AGENDA

Tuesday, December 7, 1999

Middlesex County

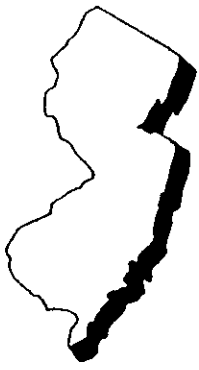
Department of Archives and Records Management

10:00 a.m.	Call to Order	Thomas P. Murphy, President
	Secretary's Report	Rita Fulginiti
	Treasurer's Report	Joseph Meyers
	Vice President's Report	Lawrence Cella
	New Jersey DARM Report	Joseph Falca, Albin Wagner
	County/Municipal Updates	
	President's Report	Thomas Murphy
	Demonstration Fujifilm 1000 M Drive Canon Rotary Filmer/Scanner 1000	Robert Hodes, PMI Imaging Systems, Mt. Laurel NJ

Next Meeting:
Place:

Special Holiday Luncheon provided by CARMA/NJ

Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

Thomas P. Murphy, *President*
Lawrence J. Cella, *Vice-President*
Rita Marie Fulginiti, *Secretary*
Joseph D. Meyers, *Treasurer*
Members At Large
Richard Laycock
Gary D. Saretzky

AGENDA

Thursday, March 23, 2000
State Records Center

10:00 a.m. Call to Order Thomas P. Murphy, President

Secretary's Report Rita Fulginiti

Treasurer's Report Joseph Meyers

Vice President's Report Lawrence Meyers

New Jersey DARM Report Joseph Falca, Albin Wagner

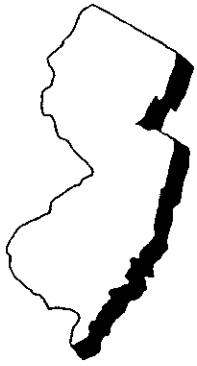
President's Report Thomas Murphy

**Tour of the New Jersey Archives
in the newly renovated Department of State Building**
led by Karl Niederer, Director DARM
board passenger van and car pool from State Records Center

Adjournment and Lunch
County and Municipal Updates during lunch

Next Meeting: Thursday, May 11
Location:

Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

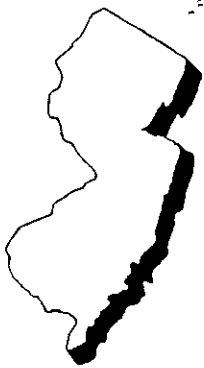
AGENDA

Wednesday, May 17, 2000
Monmouth County Archives

Thomas P. Murphy, President
Lawrence J. Cella, Vice-President
Rita Marie Fulginiti, Secretary
Joseph D. Meyers, Treasurer
Members At Large
Richard Laycock
Gary D. Saretzky

- | | | |
|------------|---|--|
| 10:00 a.m. | Call to Order ✓ | Thomas P. Murphy, President |
| | Welcome ✓ | M. Claire French, County Clerk |
| | Secretary's Report ✓ | Rita Fulginiti |
| | Treasurer's Report (\$1,329.-) ✓ | Joseph Meyers |
| | Vice President's Report | Lawrence Meyers |
| | New Jersey DARM Report ✓ | Joseph Falca, Albin Wagner |
| | President's Report ✓ | Thomas Murphy |
| | Disaster Response Planning ✓ | Gary D. Saretzky
<i>Monmouth County Archivist</i> |
| | Adjournment and Lunch | |
| | County and Municipal Updates during lunch ✓ | |
| | Next Meeting: | Thursday, September 28 |
| | Location: | |

Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

*Thomas P. Murphy, President
Lawrence J. Cella, Vice-President
Rita Marie Fulginiti, Secretary
Joseph D. Meyers, Treasurer
Members At Large
Richard Laycock
Gary D. Saretzky*

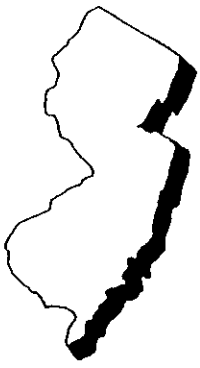
AGENDA

**Thursday, September 28, 2000
State Records Center**

10:00 a.m.	Call to Order	Thomas P. Murphy, President
	Welcome	Karl J. Niederer, Director DARM
	Secretary's Report	Rita Fulginiti
	Treasurer's Report	Joseph Meyers
	Vice President's Report	Lawrence Cella
	New Jersey DARM Report	Joseph Falca, Albin Wagner
	President's Report	Thomas P. Murphy
	For the Good of the Order	
	Micrographics, Imaging and Digital Preservation	Image Access Corp.
	Adjournment and Lunch	
	Next Meeting	<i>Thursday, December 7 Middlesex County DARM Annual Meeting with <u>Nomination and Election of Officers</u></i>

A special thank you to Image Access Corp. for providing the morning danish and coffee.

*Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871*



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

Thomas P. Murphy, *President*
Lawrence J. Cella, *Vice-President*
Rita Marie Fulginiti, *Secretary*
Joseph D. Meyers, *Treasurer*
Members At Large
Richard Laycock
Gary D. Saretzky

AGENDA Thursday, May 24, 2001 Middlesex County DARM

10:00 a.m. ✓ Call to Order Thomas P. Murphy, President

✓ Welcome

✓ Secretary's Report Rita Fulginiti

✓ Treasurer's Report Joseph Meyers

✓ Vice President's Report Lawrence Cella

✓ New Jersey DARM Report Karen Perry - *call Karen in place of Joe*

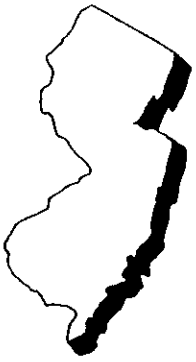
*www.fulginiti.com NJ
U.S. / RFCMGT / DIR 301.HTM*
✓ County Updates *52003 Bill - Sponsored by Sen. Robert Martin*

✓ President's Report Thomas P. Murphy

✓ Adjournment and Lunch

Next Meeting Proposed date: Thu. 9/20/01
State Records Center

Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

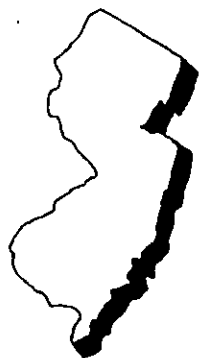
AGENDA

**2001 ANNUAL MEETING - Thursday, December 6, 2001
MIDDLESEX COUNTY DARM**

- 10:00 a.m. ✓ Call to Order Larry Cella, President
- ✓ Welcome Gary Dalina, Middlesex County
- ✓ Secretary's Report Rita Fulginiti
- ✓ Treasurer's Report Joseph Meyers
- Program Committee - Gary A.*
- ✓ Nominating Committee Diana Hevener, Jerry Balasze
 Recommendation for
 Vice President
- ✓ New Jersey DARM Report Joseph Falca
- President's Report Larry Cella
- County Updates - New Business*
- Adjournment
- Lunch

Address correspondence to:

*Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871*



CARMA / NJ

County Archives and Records Management Association of New Jersey

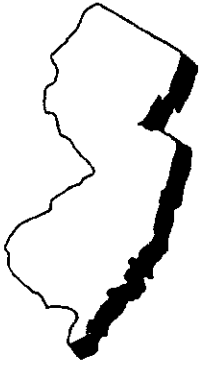
Patrimonium acta nostra

"Our records are our heritage"

AGENDA Thursday, March 7, 2002 STATE RECORDS CENTER

10:00 a.m.	Call to Order	Larry Cella, President
	Welcome	DARM
	Secretary's Report	on behalf of Rita Fulginiti
	Treasurer's Report	Joseph Meyers
	New Jersey DARM Report	Joseph Falca
	<i>Public Records Access Act</i>	Albin Wagner, CA, CRM Emilie G. Himm, CPM
	President's Report	Larry Cella
	<i>County Updates - New Business</i>	
	Adjournment	
	Lunch	
	Next meeting :	Thursday, May 23 Monmouth County Archives and Records Center

*Address correspondence to:
Records Manager, Middlesex County Division of Archives & Records Management
P.O. Box 871, New Brunswick, N.J. 08903-0871*



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

Lawrence J. Cella, *President*
Gary Dalina, *Vice President*
Rita Marie Fulginiti, *Secretary*
Joseph D. Meyers, *Treasurer*
Members At Large
Richard Laycock
Gary D. Saretzky

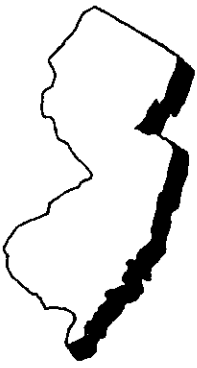
AGENDA

Thursday, May 23, 2002

MONMOUTH COUNTY ARCHIVES & RECORDS CENTER

- | | | |
|------------|---|---|
| 10:00 a.m. | ✓ Call to Order | Larry Cella, President |
| | ✓ Welcome | Claire French, County Clerk |
| | ✓ Secretary's Report | Rita Fulginiti |
| | ✓ Treasurer's Report | on behalf of Joseph Meyers |
| | ✓ New Jersey DARM Report | Albin Wagner |
| | ✓ President's Report | Larry Cella |
| | <i>Document Destruction</i> | Stephen Mandarano
<i>Accurate Document Destruction Inc.</i> |
| | | Glen Forrest
<i>Shred It</i> |
| | ✓ <i>County Updates - New Business</i> | |
| | Adjournment | |
| | Lunch | |
| | Next meeting : | Thursday, September 26 |

Address correspondence to:
Mr. Lawrence J. Cella, Monmouth County Records Management
125 Symmes Road, Manalapan, NJ 07726 732-308-3773



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

*Lawrence J. Cella, President
Gary Dalina, Vice President
Rita Marie Fulginiti, Secretary
Joseph D. Meyers, Treasurer
Members At Large
Richard Laycock
Gary D. Saretzky*

AGENDA

**Thursday, September 26, 2002
NEW JERSEY STATE ARCHIVES**

10:00 a.m.

- ✓ Call to Order Larry Cella, President
- ✓ Welcome Karl J. Niederer, Director
- ✓ Secretary's Report Rita Fulginiti
- ✓ Treasurer's Report Joseph Falca on behalf of
Joseph Meyers
- ✓ New Jersey DARM Report Albin Wagner
- ✓ *Don Moonan*
President's Report Larry Cella

***Genealogical Reference
Services***

Catherine Medich
New Jersey State Archives

Gary D. Saretzky
Monmouth County Archives

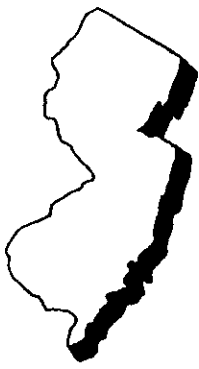
✓ ***County Updates - New Business***

Adjournment
Lunch

Next meeting : Thursday, December 5

*Kate McCann
(609) 984-3235*

Address correspondence to:
Mr. Lawrence J. Cella, Monmouth County Records Management
125 Symmes Road, Manalapan, NJ 07726 732-308-3773



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

*Lawrence J. Cella, President
Gary Dalina, Vice President
Rita Marie Fulginiti, Secretary
Joseph D. Meyers, Treasurer
Members At Large
Richard Laycock
Gary D. Saretzky*

AGENDA

FRIDAY, DECEMBER 13, 2002

ANNUAL MEETING

MIDDLESEX COUNTY DEPT. OF ARCHIVES & RECORDS MANAGEMENT

- | | | |
|------------|--|-------------------------------|
| 10:00 a.m. | ✓ Call to Order | Larry Cella, President |
| | ✓ Welcome | Gary Dalina, Middlesex County |
| | ✓ Secretary's Report | Rita Fulginiti |
| | ✓ Treasurer's Report | Joseph Meyers |
| | ✓ New Jersey DARM Report | Albin Wagner & Joseph Falca |
| | ✓ <i>Superior Court of NJ Report</i> | Hon. Donald Phelan, Clerk |
| | ✓ Nomination and election of Officers 2003-2004
President, Vice President, Secretary, Treasurer | |
| | ✓ President's Report | Larry Cella |
| | ✓ <i>County Updates - New Business</i> | |

Adjournment

Lunch

Next meeting :

Address correspondence to:

*Mr. Lawrence J. Cella, Monmouth County Records Management
125 Symmes Road, Manalapan, NJ 07726 732-308-3773*



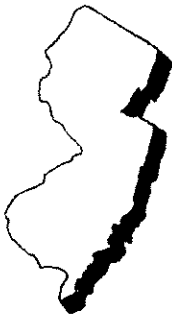
CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA THURSDAY, MARCH 13, 2003 STATE RECORDS CENTER

10:00 a.m.	✓ Call to Order	Rita Marie Fulginiti, President
	✓ Welcome	NJDARM
	✓ Secretary's Report	
	✓ Treasurer's Report	Christine Healey
	✓ Vice President's Report	Gary Dalina
	✓ Program Committee Report	Gary Saretzky
	New Jersey DARM Report	Albin Wagner Joseph Falca Daniel Noonan
	<i>Guest Speaker</i>	<i>Stephen M. Dalina</i> <i>Rutgers University</i>
	President's Report	Rita Marie Fulginiti
	<i>County Updates - New Business</i>	
	Adjournment	
	Lunch	
	Next meeting :	May 22, 2003



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

AGENDA THURSDAY, SEPTEMBER 25, 2003 STATE RECORDS CENTER

10:00 a.m.

✓ Call to Order

Rita Marie Fulginiti, President

✓ Welcome

Karl Niederer, NJDARM

✓ Secretary's Report

Nichelle Stout

✓ Treasurer's Report

Christine Healey

✓ Vice President's Report

Gary Dalina

✓ Program Committee Report

Gary Saretzky

✓ New Jersey DARM Report

Joseph Falca
Daniel Noonan

✓ Guest Speaker

Joseph A. Weitz, Munters
Water Damage Account Manager,
Disaster Recovery Issues

President's Report

Rita Marie Fulginiti

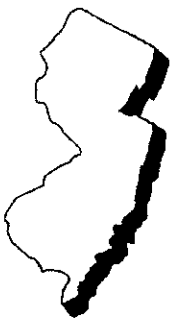
✓ County Updates - New Business

Adjournment

Lunch

✓ Next meeting :

December 4, 2003
Annual Meeting ✓
Middlesex DARM



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA THURSDAY, DECEMBER 4, 2003 MIDDLESEX COUNTY DARM

- 10:00 a.m.
- ✓ Call to Order Rita Marie Fulginiti, President
 - ✓ Welcome Gary Dalina, Middlesex County
Records Manager
 - ✓ Secretary's Report Nichelle Stout
 - Meeting Schedule for 2004*
 - March - 3/18
 - May - 5/13
 - September - 9/23
 - December - 12/9
 - ✓ Treasurer's Report Christine Healey
 - ✓ Vice President's Report Gary Dalina
 - ✓ Program Committee Report Gary Saretzky
 - ✓ *New Jersey DARM Report* Joseph Falca
Albin Wagner, Daniel Noonan
 - ✓ Guest Speaker *Sean Curry, NJDARM*
Records of Former NJ Courts
 - ✓ President's Report Rita Marie Fulginiti
 - ✓ County Updates - New Business
 - Adjournment
 - Lunch
 - Next meeting : March 2004

*March
Electronic
Recording*

*New Jersey
DARM
Program*



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA THURSDAY, MAY 27, 2004 NEW JERSEY STATE RECORDS CENTER

10:00 a.m.

✓ Call to Order

Rita Marie Fulginiti, President

✓ Salute to Our Flag

Gary Dalina, Vice President

✓ Welcome

Karl Niederer, Director
NJDARM

✓ Secretary's Report

Nichelle Stout
*Consideration of Minutes from
December 4, 2003 & April 1, 2004*

✓ Treasurer's Report

Christine Healey

✓ Program Committee Report

Gary Saretzky

✓ Announcements - New Business

✓ Guest Speaker

*Albin Wagner, NJDARM
NJ Preservation Fund
Grant Process*

President's Report

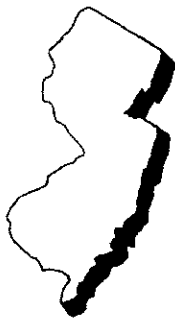
Rita Marie Fulginiti

Adjournment

Next meeting :

Thursday, September 23, 2004
State Records Center

Please note: The following CARMA/NJ positions are due to be filled at the Annual meeting held on December 9, 2004: President, Vice President, Treasurer and Secretary (all two year terms).



CARMA / NJ

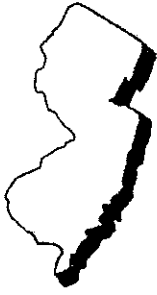
County Archives and Records Management Association of New Jersey

Patrimonium acta nostra

"Our records are our heritage"

**AGENDA
THURSDAY, APRIL 7, 2005
STATE RECORDS CENTER**

10:00 a.m.	Call to Order	Gary Dalina, President
	Salute to Our Flag	Led by Mark Pizza
	Welcome	Karl Niederer, Director DARM
	Secretary's Report	Nichelle Stout <i>Consideration of Minutes from December 9, 2004</i>
	Treasurer's Report	Christine Healey
	Vice President's Report	Mark Pizza
	New Business	Rita Fulginiti Proposal to Admit Associate Members
	PARIS GRANT UPDATE	Karl Niederer, Director DARM County Representatives
	Adjournment	
	Next Meeting	May 12, 2005 <i>26</i>



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA THURSDAY, MAY 26, 2005 NEW JERSEY STATE RECORDS CENTER

- 10:00 am. ✓ Call To Order Gary Dalina, President
- ✓ Salute To our Flag
- ✓ Welcome Karl Niederer, NJ DARM Director
- ✓ Secretary's Report Nichelle Stout, Consideration of Minutes from April 7, 2005
- ✓ Treasurer's Report Christine Healey
- ✓ NJ DARM Report Joe Falca
- ✓ PARIS GRANT REPORT Karl Niederer, NJ DARM Director
- Announcements-New Business
- By Law Proposed Change
- Vendor Presentations
- Adjournment - Next Mtg. Thurs. 9/29
- Lunch

AGENDA

MONDAY SEPTEMBER 26, 2005

MONMOUTH COUNTY

10:00 Call To Order	Gary Dalina, President
Salute To Our Flag	
Welcome	Mark Pizza, Monmouth County Records Manager
Secretary's Report	Nichelle Stout, Consideration of May 26, 2005 minutes
Treasurer's Report	Christine Healey
NJ DARM Report	Joe Falca
Vendor Presentations	Gary Saretzky Program Committee
Adjournment	
Lunch	



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA

THURSDAY DECEMBER 8, 2005

MIDDLESEX COUNTY

- | | | |
|-------|------------------------|---|
| 10:00 | ✓ Call To Order | Gary Dalina, President |
| | ✓ Salute To Our Flag | Mark Pizza, Vice President |
| | ✓ Welcome | Gary Dalina, President |
| | ✓ Secretary's Report | Nichelle Stout, Consideration of September 26 Minutes |
| | ✓ Treasurer's Report | Christine Healey |
| | ✓ NJ DARM Report | Joe Falca |
| | ✓ Vendor Presentations | Gary Saretzky-Program Committee Chair |
| | Adjournment | |
| | Lunch | |

Ret. SOPRA CYAS.
 Search 10 yrs - Inmate Files
 Perm to 7 yrs
 Top Search Cost



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA THURSDAY, MARCH 23, 2006 NJDARM

- 10:00 ✓ **Call To Order** **Gary Dalina**
President
- ✓ **Salute To Our Flag** **Mark Pizza**
Vice President
- ✓ **Welcome** **Karl Niederer**
Director N.J. DARM
- ✓ **Secretary's Report** **Nichelle Stout**
Consideration of Dec. 8 Minutes
- ✓ **Treasurer's Report** **Christine Healey**
- ✓ **NJ DARM Report** **Joe Falca**
- ✓ **Microfilm Cds, VHS, Hardem**
- ✓ **ARMA Membership** **Albin Wagner**
- ✓ **Dan Norman - Image Certification**
- ✓ **Vendor Presentations** **Gary Saretzky**
Program Committee Chair

Adjournment

10/14 Archives + Fest Day
@ Monmouth



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA THURSDAY, JUNE 22, 2006 NJ/DARM

10:00	Call To Order	Gary Dalina <i>President</i>
	Salute To Our Flag	Mark Pizza <i>Vice President</i>
	Welcome	Karl Niederer <i>Director N.J. DARM</i>
	Secretary's Report Consideration of March 23 Minutes	Nichelle Stout
	Treasurer's Report	Christine Healey
	NJ DARM Report	Joe Falca
	Vincent Scardino, DARM	Microfilm Certification
	Daniel Noonan, DARM	Image Certification
	Adjournment	



CARMA / NJ

County Archives and Records Management Association of New Jersey

*Patrimonium acta nostra
"Our records are our heritage"*

AGENDA

**THURSDAY, September 21, 2006
Gloucester County
Old Courthouse, 1 North Broad Street
Woodbury, NJ 08096**

10:00

Call To Order

***Gary Dalina
President***

Salute To Our Flag

***Mark Pizza
Vice President***

Welcome

***James N. Hogan
County Clerk***

***Secretary's Report
Consideration of June 22 Minutes***

Michele Caple

Treasurer's Report

Christine Healey

NJ DARM Report & PARIS Update

Sean Curry

Vendor Presentations

Gary Saretzky, Program Committee Chair

Adjournment



CARMA / NJ

County Archives and Records Management Association of New Jersey

Matrimonium acta nostra
"Our records are our heritage"

AGENDA

Wednesday, DECEMBER 13, 2006
Middlesex County
Rt. 130 North & Apple Orchard Lane
North Brunswick, NJ 08902

✓ 10:00 CALL TO ORDER

GARY DALINA
PRESIDENT

✓ SALUTE TO OUR FLAG

MARK PIZZA
VICE PRESIDENT

✓ WELCOME

GARY DALINA
MIDDLESEX COUNTY
RECORDS MANAGER

SECRETARY'S REPORT

MICHELLE CAPLE

✓ TREASURER'S REPORT

CHRISTINE HEALEY

✓ NJ DARM REPORT

JOE FALCA

✓ NJDARM IMAGING CERTIFICATION

JOANNE SEITTER

✓ NOMINATION COMMITTEE

JERRY BALAZSE
DIANE HEVENER

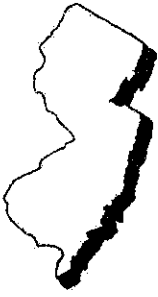
✓ PROGRAM COMMITTEE REPORT &
VENDOR INTRODUCTIONS

GARY SARETZKY
COMMITTEE CHAIR

VENDOR PRESENTATIONS

ADJOURNMENT

609 530-0486



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA Friday, MARCH 30, 2007 NJDARM

10:00 ✓ CALL TO ORDER

GARY DALINA
PRESIDENT

✓ SALUTE TO OUR FLAG

MARK PIZZA
VICE PRESIDENT

✓ WELCOME

JOE FALCA
DARM

✓ SECRETARY'S REPORT

MICHELLE CAPLE

✓ TREASURER'S REPORT

CHRISTINE HEALEY

✓ NJ DARM REPORT

JOE FALCA

✓ PROGRAM COMMITTEE REPORT &
SPEAKER INTRODUCTIONS

GARY SARETZKY
COMMITTEE CHAIR

✓ Speakers:

Jim Brown, Senior Vice President, AmCad, LLC
&

SGT. Gordon Samartino of the NJ State Police Cyber Crimes Unit

ADJOURNMENT

4/28 - will be awarded



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

10/13 Mon
City

AGENDA THURSDAY, MAY 24, 2007 MONMOUTH COUNTY LIBRARY 125 SYMMES DRIVE, MANALAPAN, NJ

10:00A.M. CALL TO ORDER

GARY DALINA
PRESIDENT

SALUTE TO OUR FLAG

MARK PIZZA
VICE PRESIDENT

WELCOME

GARY SARETZKY
Archivist, County of

Monmouth

SECRETARY'S REPORT

MICHELLE CAPLE

TREASURER'S REPORT

CHRISTINE HEALEY

NJ DARM REPORT

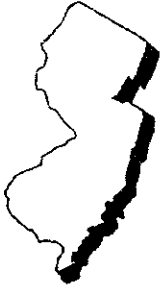
JOE FALCA

PROGRAM COMMITTEE REPORT &
PRESENTER INTRODUCTIONS

GARY SARETZKY
COMMITTEE CHAIR

COUNTY REPORTS
Next Mtg Date

ADJOURNMENT



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA Thursday, September 27, 2007 NJDARM

10:00 CALL TO ORDER

**GARY DALINA
PRESIDENT**

SALUTE TO OUR FLAG

**MARK PIZZA
VICE PRESIDENT**

WELCOME

**JOE FALCA
DARM**

SECRETARY'S REPORT

MICHELLE CAPLE

TREASURER'S REPORT

CHRISTINE HEALEY

NJ DARM REPORT

JOE FALCA

**PROGRAM COMMITTEE REPORT &
SPEAKER INTRODUCTION**

**GARY SARETZKY
COMMITTEE CHAIR**

Speaker:

Susan L. Duhl

Long-term and permanent retention schedules for records present requirements for the care and maintenance of papers held by counties and municipalities in New Jersey. Proper organization and storage will provide safe access, easy retrieval, physical support, and other controls for long-term preservation. This talk will introduce and illustrate the basic needs of storing different types of Historic Records, including, environmental control, storage furniture, handling, housing materials and techniques.

The talk will be followed by an open discussion. Handouts will be provided.

Susan Duhl is an experienced Historic Records Assessor, having undertaken PARIS-funded surveys throughout the State of New Jersey. She is an Art Conservator and Collection Manager in Bala Cynwyd, PA and has lectured throughout the Tri-State area.

ADJOURNMENT



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA

Thursday, December 6, 2007

Middlesex County Division of Archives and Records Management

10:00 CALL TO ORDER

GARY DALINA
PRESIDENT

SALUTE TO OUR FLAG

MARK PIZZA
VICE PRESIDENT

WELCOME

GARY DALINA
MIDDLESEX COUNTY RECORDS MANAGER

SECRETARY'S REPORT

MICHELLE CAPLE

TREASURER'S REPORT

MARK PIZZA
On behalf of CHRISTINE HEALEY

NJ DARM REPORT

JOE FALCA

PROGRAM COMMITTEE REPORT &
SPEAKER INTRODUCTION

GARY SARETZKY
COMMITTEE CHAIR

Speaker:

Karl Niederer, Director Division of Archives and Records Management

The Director of DARM is responsible for management of the Division with oversight of State Archives and Bureau of Records Management; Karl as Director also chairs the New Jersey State Records Committee (SRC) and the New Jersey State Historical Records Advisory Board (SHRAB).

Karl will speak on the past, present, and future of records management in New Jersey.

ADJOURNMENT



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostrum
"Our records are our heritage"

AGENDA **Thursday, March 13, 2008** **NJDARM**

10:00 CALL TO ORDER

GARY DALINA
PRESIDENT

SALUTE TO OUR FLAG

MARK PIZZA
VICE PRESIDENT

WELCOME

JOE FALCA
DARM

SECRETARY'S REPORT

MICHELLE CAPLE

TREASURER'S REPORT

CHRISTINE HEALEY

NJ DARM REPORT

JOE FALCA

**PROGRAM COMMITTEE REPORT &
SPEAKER INTRODUCTION**

GARY SARETZKY
COMMITTEE CHAIR

Speakers:

M. Claire French, Monmouth County Clerk
Karl J. Niederer, Director, DARM
Thomas S. Rogers, Municipal Clerk, Rumson (to be confirmed)
Gary D. Saretzky, Monmouth County Archivist

MR-MARC is an acronym for Municipal Records [at] Monmouth [County] Archives and Records Center. This new program enables municipalities to store some of their historical records with the County, which will provide public access and, if feasible, digitize them for web pages.

ADJOURNMENT



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA THURSDAY, MAY 22, 2008 MONMOUTH COUNTY LIBRARY 125 SYMMES DRIVE, MANALAPAN, NJ

10:00A.M. CALL TO ORDER ✓

GARY DALINA
PRESIDENT

SALUTE TO OUR FLAG

MARK PIZZA
VICE PRESIDENT

WELCOME ✓

GARY SARETZKY
Archivist, County of

Monmouth

SECRETARY'S REPORT

MICHELLE CAPLE

TREASURER'S REPORT ✓

CHRISTINE HEALEY

NJ DARM REPORT

cult. + Heritage
ret. school JOE FALCA

COUNTY REPORTS
PROGRAM COMMITTEE REPORT &
PRESENTER INTRODUCTIONS

GARY SARETZKY
COMMITTEE CHAIR

ADJOURNMENT



CARMA / NJ

County Archives and Records Management Association of New Jersey

*Matrimonium acta nostra
"Our records are our heritage"*

AGENDA
THURSDAY, December 11, 2008
Middlesex County
Rt. 130 North & Apple Orchard Lane
North Brunswick, NJ 08902

10:00A.M. CALL TO ORDER

GARY DALINA
PRESIDENT

SALUTE TO OUR FLAG

MARK PIZZA
VICE PRESIDENT

WELCOME

GARY DALINA
Records Manager
County of Middlesex

SECRETARY'S REPORT

MICHELLE CAPLE

TREASURER'S REPORT

CHRISTINE HEALEY

NJ DARM REPORT

JOE FALCA

**2009 WORKSHOP/SEMINAR PARTNERSHIP
DISCUSSION**

DARM STAFF

PRESENTATION: MOLD DETECTION

Presenters: Jason Earle and Julian DeVoe,
1-800-GOT-MOLD, Princeton, New Jersey

Modern mold detection combines tools such as infrared thermal imaging cameras and electronic moisture detectors with certified mold detection dogs to locate elusive mold and moisture problems caused by faulty synthetic stucco (EIFS) installations, water-related disasters, and many other hidden sources. This combination of proven technologies is now widely accepted throughout the industry as the most comprehensive non-destructive, cost-effective method of evaluating buildings and their contents for hidden mold that can cause health problems and potential damage to cultural materials. The presenters will explain and demonstrate their techniques.

ADJOURNMENT



CARMA / NJ

County Archives and Records Management Association of New Jersey

*Patrimonium acta nostra
"Our records are our heritage"*

**AGENDA
THURSDAY, MARCH 26, 2009
Bergen County Administration Building
One Bergen County Plaza
Hackensack, NJ 07601**

10:00A.M. CALL TO ORDER

**GARY DALINA
PRESIDENT**

SALUTE TO OUR FLAG

**MARK PIZZA
VICE PRESIDENT**

WELCOME

**KATHLEEN DONOVAN
BERGEN COUNTY CLERK**

SECRETARY'S REPORT

MICHELLE CAPLE

TREASURER'S REPORT

CHRISTINE HEALEY

NJ DARM REPORT

JOE FALCA

Vendor Demonstrations

**COUNTY CLERK TO MUNICIPAL CLERK PROJECT
DOCUMENT CONVERSION ASSOCIATES**

**COUNTY CLERK LAND RECORDS
RECORD FUSION LLC.**

**2009 WORKSHOP/SEMINAR PARTNERSHIP
DISCUSSION**

DARM STAFF

ADJOURNMENT



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

*opened Mtg
@ 10:05*

AGENDA
THURSDAY, MAY 14, 2009
Monmouth County Library
125 Symmes Drive
Manalapan, NJ 07726

10:00A.M. CALL TO ORDER

GARY DALINA
PRESIDENT

SALUTE TO OUR FLAG

MARK PIZZA
VICE PRESIDENT

WELCOME

GARY SARETZKY
MONMOUTH COUNTY ARCHIVIST

SECRETARY'S REPORT

MICHELLE CAPLE

TREASURER'S REPORT

CHRISTINE HEALEY

NJ DARM/ PARIS REPORT

DARM Staff

VENDOR DEMONSTRATIONS

GARY SARETZKY
PROGRAM COMMITTEE CHAIR

ADJOURNMENT



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA
THURSDAY, September 24, 2009
Cumberland County College
3322 College Dr
Vineland, NJ 08360

10:00A.M. CALL TO ORDER

GARY DALINA
PRESIDENT

SALUTE TO OUR FLAG

MARK PIZZA
VICE PRESIDENT

WELCOME

Louis N. Magazu
FREEHOLDER DIRECTOR, CUMBERLAND COUNTY

SECRETARY'S REPORT

MICHELLE CAPLE

TREASURER'S REPORT

CHRISTINE HEALEY

NJ DARM/ PARIS REPORT

DARM Staff

COUNTY AND MUNICIPAL RECORDS REORGANIZATION AND PURGING PROJECTS
PANEL DISCUSSION

ADJOURNMENT



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA
THURSDAY, December 10, 2009
Middlesex County
Rt. 130 North & Apple Orchard Lane
North Brunswick, NJ 08902

10:00A.M. CALL TO ORDER

GARY DALINA
PRESIDENT

SALUTE TO OUR FLAG

MARK PIZZA
VICE PRESIDENT

WELCOME

GARY DALINA
Records Manager
County of Middlesex

SECRETARY'S REPORT

MICHELLE CAPLE

TREASURER'S REPORT

CHRISTINE HEALEY

NJ DARM/ PARIS REPORT

DARM Staff

PRESENTATION:

PRESENTATION ON ARCHIVAL MATERIALS
Presenter: Abby A. Shaw,
Hollinger Metal Edge

Abby will talk about archival materials, how they are made, how to compare products from different companies, how to read catalog information, etc. A wide variety of materials and samples from suppliers will be on display during the presentation.

ADJOURNMENT