



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA **THURSDAY, MARCH 18, 2010**

Salem County
Rutgers New Jersey Agricultural Experiment Station
51 Cheney Rd.
Woodstown, NJ 08098-9982

10:00A.M. CALL TO ORDER

GARY DALINA
PRESIDENT

SALUTE TO OUR FLAG

MARK PIZZA
VICE PRESIDENT

WELCOME

CURTIS HARKER
Records Manager
County of Salem

SECRETARY'S REPORT

MICHELE EVERLY

TREASURER'S REPORT

MARK PIZZA for Christine Healey

NJ DARM/ PARIS REPORT

DARM Staff

PRESENTATION:

Internships: How to Obtain and Manage Interns for Maximum Effectiveness

Speakers:

Gary D. Saretzky, Coordinator, Internship Programs, Rutgers University-New Brunswick History Department and Archivist, County of Monmouth

Peter J. Wosh

Director, Archives/Public History Program History Department New York University

The speakers will discuss different types of internship programs that could provide interns to county and municipal governments. Saretzky coordinates the Rutgers Public History Internship Program that has had more than 500 undergraduate history majors participate in the last 15 years. Wosh directs a graduate program that trains professional archivists. His students complete an internship as part of their graduate training. The speakers will discuss sources for interns, types of projects interns can do, and tips on how to manage interns

ADJOURNMENT



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CARMA/NJ MEETING MINUTES

The March 18, 2010 meeting of the County Archives and Records Management Association of New Jersey was called to order by Vice President, Mark Pizza in Woodstown, New Jersey at the Rutgers New Jersey Agricultural Experiment Station at 10:20 am.

Six counties and two representatives from the New Jersey Department of State, Division of Records Management (DARM) were represented along with other members.

Leslie Wright, Cumberland County
Michele Everly, Dave Brice, Nancy Richter, Gloucester County
Lauren Wiley, Torey King, Mercer County
Gary S. Dalina, Jerry Balazse, Middlesex County
Gary Saretzky, Mark Pizza, Monmouth County
Ellie Kidd, Curt Harker, M. Maxwell Wood, Salem County
Denise Adams, Haddon Township
Albin Wagner, Beth Colosimo, DARM
Drew Daley, Space Saver Systems

Call to order by Mark Pizza, Vice President

Flag salute by Mark Pizza

Welcome by Curtis Harker, Records Manager of Salem County

Secretary's Report: Michele Everly, CARMA membership forms, minutes, and surveys available

Treasurer's Report: Mark Pizza for Christine Healey, as of March 16, 2010 CARMA has a balance of \$6,667.86

Motion to accept Treasurer's Report

NJ DARM/PARIS Report,

PARIS Grant 2010-2011 cancelled.

County/Municipal Records Management Updates

Presentation on Obtaining and Managing Interns for Maximum Effectiveness:

Presenter: Gary D. Saretzky, Coordinator, Internship Programs, Rutgers University – New Brunswick History Department

Presenter: Peter J. Wosh, Director, Archives/Public History Program, New York University

Meeting adjourned

Next meeting will be on May 13, 2010 at the State Archives in Trenton, NJ.