



CARMA / NJ

County Archives and Records Management Association of New Jersey

Patrimonium acta nostra
"Our records are our heritage"

AGENDA THURSDAY, June 16, 2011 Cape May County Court House, 9 North Main Street Cape May Court House, NJ

10:00A.M. CALL TO ORDER

GARY DALINA
PRESIDENT

SALUTE TO OUR FLAG

MARK PIZZA
VICE PRESIDENT

WELCOME

RITA MARIE FULGINITI
Cape May County Clerk

SECRETARY'S REPORT

MICHELE EVERLY

TREASURER'S REPORT

CHRISTINE HEALEY

NJ DARM REPORT

DARM Staff

PRESENTATION:

Rita Marie Fulginiti, Cape May County Clerk & Adjuster will lead discussions in

What's next for County RIM and Archives Programs?

We know where we have been with PARIS funded initiatives. What are counties doing post PARIS to keep RIM and Archives programs going and moving forward?

****ADJOURNMENT****

Weather Permitting:

Stay after lunch for a walking tour to the Records Storage Center, Archives and some great historic sites



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CARMA/NJ MEETING MINUTES

The June 16, 2011 meeting of the County Archives and Records Management Association of New Jersey was called to order by President, Gary Dalina at Cape May County Court House in Cape May Court House at 10:00 am.

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

Donna Lenzi, Art Lucchesi, Peggy LaManina, Atlantic County
Christine Healey, Bergen County
Rita Fulginiti, Diana Hevener, Melissa Mystic, Cape May County
Michele Everly, Gloucester County
Paul Paradise, Bor-Sheng Tsai, Hudson County
Lauren Wiley, Torey King, Mercer County
Gary S. Dalina, Jerry Balazse, Middlesex County
Mark Pizza, Monmouth County
Vincent Giacomini, Allen Kurdyla, Somerset County
Dan Freed, Sussex County
Mark Mutter, Toms River
Joanne McKinley, Argean Cook, DARM
Mitch Darer, NJIT CIAT; Drew Daley, Space Saver Systems; Bud McCullough, The Crowley Company

Call to order by Gary Dalina, President

Flag salute by Mark Pizza

Welcome by Rita Marie Fulginiti, Cape May County Clerk

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

Treasurer's Report: Christine Healey, as of June 14, 2011, CARMA has a balance of \$4,695.33

Motion to accept Treasurer's Report

NJ DARM/PARIS Report: Staff has three records analysts that review records destruction forms. Also, announcement of IPER free training on Protecting Key State and Local Government Records for Records Managers, IT Professionals, and Emergency Management: Essential Records will be September 12th, 19th, 26th, and October 3rd. Records Emergency Planning and Response will be October 7th, 14th, 21st, and 28th.

Argean spoke on records retention regarding Law Enforcement. Check 21 certification has ceased.

**Meeting Discussion:
What's Next for County RIM and Archives Programs?**

Rita Marie Fulginiti led the discussion on PARIS accomplishments and ongoing county and municipal initiatives. Each government member representative spoke regarding individual programs

Recognition of non-government members

Brief discussion on creating a website for CARMA and possibly creating a membership directory, sponsor funded, similar to COANJ's.

Tours of Cape May County's Records Storage Center, Archives, and historical sites and structures

Meeting adjourned

Next meeting will be October 2011 focusing on marketing strategies for Archives and Records Management at the Monmouth County Library