



# TREASUREGRAM

FEBRUARY 2019

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Palm Beach-Treasure Coast Chapter Newsletter

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### Palm Beach-Treasure Coast Chapter Board

#### PRESIDENT:

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FileBound by Upland Software  
[lauriev@uplandsoftware.com](mailto:lauriev@uplandsoftware.com)

#### VICE PRESIDENT:

Lucy Ungaro  
Broward County School District  
[lucia.ungaro@browardschools.com](mailto:lucia.ungaro@browardschools.com)

#### TREASURER:

Judi Long  
Nova Southeastern University  
[jlong2@nova.edu](mailto:jlong2@nova.edu)

#### SECRETARY:

Kathy Levas  
Solid Waste Authority of  
Palm Beach County  
[klevas@swa.org](mailto:klevas@swa.org)

#### HONORARY:

Megan Hoffman  
Lake Worth Drainage District  
[mhoffman@lwdd.net](mailto:mhoffman@lwdd.net)

Juan Rodriguez  
System Improvement Corp.  
[jrodriguez@sys-icorp.com](mailto:jrodriguez@sys-icorp.com)

#### Website

[www.armapbtc.org](http://www.armapbtc.org)

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For communication or article ideas,  
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## Election Time

The PBTC ARMA Chapter Is seeking nominations for all board positions to take office during the July meeting. Nominations must be submitted no later than April 1st. Information on ballots and how to vote will be coming after all nominations have been gathered and verified.

Every dues-paying member is eligible to nominate colleagues or self-nominate for a chapter leadership position.

Chapters play an important role in the ARMA organization structure. Chapter leadership serves the dual role of managing local interests and initiatives, while also representing the members to the international organization.

The chapter will be stronger with those who can contribute their background and expertise in areas such as programming, fundraising, membership development, marketing, communications, and financial planning.

Flexibility to participate in chapter meetings and local events is required. Nominees who have access to industry leaders can only help the chapter build a strong constituency.

#### Why lead?

Becoming a chapter leader provides you with a plethora of opportunities to develop leadership, business and strategic management skills. In your role, you will be able to:

- Build **Efficient & Effective Teams**
- Discover how to **Delegate Authority**
- Expedite your **Career Development**
- **Network** with peers, colleagues and other industry leaders
- Develop Your **Personal Brand**
- Increase your **Exposure and Visibility**
- Polish your **Leadership & Management** skills
- And while you're at it...**Have fun!**

# PALM BEACH TREASURE COAST ARMA CHAPTER



## **ELECTION AHEAD**

The Board is accepting nominations for all Board positions and directors. The Chapter ByLaws outlines the rules. Voting will be conducted no later than June. All members are asked to cast their vote.

The current Board members are all seeking reelection for the positions held as President, Vice President, Secretary, and Treasurer. All members are invited to participate in this process by either nominating a colleague or self-nominating.

Those who submit a nominee (themselves or others) must provide contact details and a statement of no more than 100 words describing the nominee. All nominations will be verified and candidates will need to submit a statement of interest in serving on the ARMA Chapter board. Submit your nominations via email to the attention of the Newsletter Editor: Lucia.Ungaro@browardschools.com.

For detailed description of the Board positions can be found on the Chapter ByLaws, please visit our website <https://www.armacptc.org/>. As you decide to run for office or to nominate a colleague, please take a look at this abbreviated outline of the responsibilities which should be taken into consideration.

### ***Director of Membership***

- 1. Shall maintain current membership records and oversee membership*
- 2. Initiate recruitment efforts and campaigns*
- 3. Coordinate nominations and elections*
- 4. Chair committees as appointed by the President/Board*

### ***Director of Public Relations:***

- 1. Shall maintain all social media*
- 2. Will coordinate sponsors and event vendors*
- 3. Chair committees as appointed by the President/Board*
- 4. Webmaster*

### ***Director of Programs***

- 1. Schedule and organize Chapter driven events.*
- 2. Keep track of all education event awards*
- 3. Chair committees as appointed by the President/Board*





## Save the Date

Lunch & Learn April 12, 2019

Topic *“Identity Theft”*

by Anthony Gregory

from Palm Beach County Public Safety Department

More information coming soon!

### About our Speaker:

*Anthony Gregory is an accomplished professional with over 12 years of experience working for the Palm Beach County Board of County Commissioners. As an Investigator and Records Custodian at the Division of Consumer Affairs, Anthony is responsible for investigating, negotiating and mediating consumer complaints against businesses with a goal of avoiding any future conflicts and misunderstandings. Anthony specializes in data collection and analysis while implementing County ordinances and provisions related to Federal, State, and County laws affecting Consumer relations. Also, as the Division’s Records Custodian, Anthony is responsible for the storage, retrieval, retention and compliance of records management for Moving, Vehicle for Hire, Dispute Mediation, Finance, Towing, Caregivers, and Adult Entertainers. Recently, Anthony was responsible*

# ARMA News

## Pre-registration for ARMA 2019

Have you heard? Pre-registration for ARMA's 2019 conference [is available now](#). We're currently offering the lowest price available for registration this year, and this great price will only be available before regular registration begins (around April). Please help us spread this message.

## New IGP Recertification Process is in Place

The new process for IGP recertification became effective January 1. Influenced by suggestions from IGPs, the updated process is simplified and more trust-based. See this [document](#) for all the details.

## A Practical Approach to Managing Email

Managing email has become more complex and confusing with ever-evolving platforms, configuration options and enabling technologies. Join this session to explore how to effectively manage email so your organization can overcome technical, financial, legal, and cultural issues through simple best practices.

**Cost: FREE to members -**

<https://education.arma.org/diweb/catalog/item/id/2026598/q/t=12660&c=466>

## Business Continuity is More Than Just a Backup

Too often organizations believe that providing a backup is all that is needed to protect electronic information. In fact, protection involves a number of processes and techniques that result in a written business continuity plan. This web seminar covers a wide range of factors to consider when developing data protection and business continuity.

**Cost: FREE to members-**

<https://education.arma.org/diweb/catalog/item/id/2020624/q/t=12660&t=12656&t=12678&c=466>

## Learning opportunity from our Friends from the Florida Gulf Coast ARMA Chapter

### Florida Gulf Coast ARMA Chapter Meeting Breaking Barriers: Cultural Trends in Information Management

Tuesday, March 12, 2019

By Ryan M. Zilm

In this session we will discuss the trends of different cultures and generations, identify challenges and opportunities for each generation, and develop a plan for breaking through the generational gaps both in your chapters and in the workplace. [REGISTER](#)