



**INTERNATIONAL®
CENTRAL NEW YORK CHAPTER**

CNY ARMA September Training Event

September Event

[About the Event](#)

[About the Speaker](#)

Have you ever thought to yourself, "our records management program could use some improvement?" But you're not sure what all the problems are with your program and how to solve them.

Then join the Central New York chapter at their first training event of the 2018-19 Training Season. Professional records management consultant, Jim Tammaro, will discuss strategies for evaluating your program, identifying problems, and implementing solutions.

Hope to see you there!

Dave Lowry
Chapter President

[About the Training](#)

Evaluating Your Records Management Program

Establishing a records management program in an organization is a good start toward improving the management of records and information in an organization. However, the records manager and top management within the organization need to objectively evaluate the program's performance from time to time to make needed improvements to the program. This presentation will cover the various parameters of a records management program to analyze along with other actions to take to evaluate the program and provide guidance on how to use the results of that evaluation to improve the organization's records management program.

Where & When

C&S Companies
601 Stewart Drive
North Syracuse, NY 13212

(Regular attendees please note the location is different than usual meetings at C&S)

September 18, 2018

11:30 - Registration

12:00pm - Lunch and Event

How to Register

Contact Ted Hanousek
315-701-6397
thanousek@bhlawpllc.com

Chapter Members: \$25.00
Non Chapter Members: \$35.00
Students: \$15.00

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Central NY Chapter of ARMA
International

110 West Fayette Street
Syracuse, New York 13202

Driving Directions:

From 81N take the Airport/Taft Road exit. Turn right on Taft Road. In .9 mi turn right on to William Barry Blvd (Hancock Airpark). In .2 mi turn right on Stewart Dr.

About the Speaker

James M. Tamaro

James M. Tamaro served as records manager for the Town of Amherst from 1981 to 1990, establishing and then administering the town's comprehensive records management program involving an archives component.

From 1990 to September of 2011, Jim served as an Archives and Records Management Specialist III for the Region 8 Office of the New York State Archives. In his position with the Archives, he worked with local governments in the eight Western New York counties assisting the governments in improving the way records and information are managed. Part of Jim's responsibilities involved administering the Local Government Records Management Improvement Fund (LGRMIF) Grants awarded to local governments in Western New York.

Jim received his MLS Degree from SUNY Buffalo in 1990. He held the certified records manager (CRM) designation from 1987-2011 and is a past founding director of the New York Association of Local Government Records Officers (NYALGRO). He holds memberships in the Mid-Atlantic Regional Archives Conference (MARAC), the Society of American Archivists (SAA), the Association for Library and Information Science Education (ALISE) and currently serves on the board of NYALGRO. In addition he is a member of the Phi Beta Mu Library Science Honor Society.

Jim also served as Past-President of the Western New York Chapter of the Association of Records Managers and Administrators (ARMA) and served as Acting President of the SUNY Buffalo Phi Beta Mu Library Science Honor Society Chapter. In addition, he served as the Archivist for

the Amherst Symphony Orchestra Association from 2013-2015 and is the recipient of NYALGRO's 2012 Guy D. Paquin Award for noteworthy achievements and exceptional support and involvement in the records management profession and the Stan Lundine Award for Outstanding Service to the Southern Tier West Region of New York State. He is also recipient of the New York Library Association's 2016 Mildred Lowe Award for significant contributions to government documents librarianship and access to government information.

He currently serves as an adjunct professor at the SUNY at Buffalo, School of Graduate Education, Dept. of Library and Information Studies where he teaches graduate-level courses on records management and managing archival records. In addition, he has served as an archives and records management consultant for organizations both in the private and public sectors.

Central NY Chapter of ARMA International,
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