

History of the ARMA Calgary Chapter

Highlights



ARMA Calgary Chapter is an official chapter of ARMA International, a not-for-profit professional association and authority on managing records and information

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History of the
ARMA Calgary Chapter
Celebrating 35 years! 1976-2011

Calgary Chapter Vision



ARMA Calgary Chapters' Mission

"Through education, research and networking opportunities ARMA Calgary Chapter provides Information Professionals the ability to use their skills and experience to leverage the value of records, information and knowledge as corporate assets and as contributors to organizational success."



Early Chapter History 1976-1980

(scanned narrative "History of the Calgary Chapter of A.R.M.A." not authored, assumed written by Chapter Secretary Whiteley Graham circa 1980)

The Calgary Chapter of the Association of Records Managers and Assistants was born on Wednesday, February 4th, 1976, in the Seminar Room of the Calgary Public Library. Approximately 20 people attended this meeting and, after Don Worden, Records Manager for the City of Calgary, outlined the purposes of the organization and the necessity of having a chapter in Calgary, the required number of signatures were obtained for a Chapter and a Board of Directors was elected.

The charter Board of Directors was comprised of the following members:

President	Don Worden
Vice-President	James W. Clark
Treasurer	Donald Doherty
Secretary	Whiteley Graham
Directors	J. L. Clark
	Peter Weston
	George Weaver
	Vicki Williams

The next two and one-half years proved to be a very real struggle to keep the chapter operating. Illness, accidents, enthusiasm but lack of action by some committee members and, to a great extent, pressure of business, caused many changes on the Board of Directors and Committees and resulted in a great many difficulties.

Mr. Worden's tenure of office as president lasted from February 26, 1976 to June 30, 1977. Although an accident followed by illness and pressure of business kept him away from all but four regular meetings, through sheer determination he was able to bring all business details to the attention of the Board of Directors for



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programs by several of our Calgary Chapter members, speakers included Dr. Mark Langemo of the University of North Dakota, Suzanne Dodson of the University of British Columbia, Dr. William Zwerman of the University of Calgary, Alan Ridge, Alberta Provincial Archivist, Arlene Terry, Vice-President of Region X, Dr. Robert Schultz of the University of Calgary, Hans Pfister of Amoco Petroleum Corporation and Dr. Roger Bloomquist of the University of North Dakota. Tours were made to the Data Management and Control Centre, Stacs Data Service Ltd. and the Canadian Imperial Bank of Commerce Records Centre. Reviews were given by several members on the Houston Conference and the first Region VIII Chapter Presidents' Meeting, held February 1978 in Winnipeg, Manitoba.

Although the period from February 1976 to June 1978 was rife with frustrations and growing pains, it did contribute to the success of the chapter as we know it to-day.

In September 1978 a new Board of Directors took office under the leadership of David Ness, and included Rolph Bach, George Grant, Rick Hernder, Roger Phaire, Bette-Jean Telford and Whiteley Graham as Past-President. Although the year started with a bank balance of \$736.47, it was ascertained that five memberships had not been forwarded to National from the previous year, and so \$100.00 was sent to International to cover this discrepancy and the five members were granted membership for the 1978-79 year.

With the new Board of Directors, plans that had only been in the talking stage up to this point were finally realized. A one-day seminar conducted by Roger Phaire and George Grant on Records Management and Forms and



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Conference was held at the Banff Springs Hotel January 29th and 30th, 1978. As a result of several meetings of Board members and the Southern Alberta Institute of Technology, night classes in Records Management and also Forms and Design, commenced with the 1978-79 school year. Time will tell, by the number and placement of graduates produced, the success of this program.

It was recommended by the Board of Directors that all monies received from seminars be used to further educational programs.

It was also agreed by the Board that changes in the Constitution and By-Laws be made before the chapter applies for incorporation under the Societies Act.

The 1979-80 Board of Directors consisted of David Ness, re-elected as president, Sylvia Shaw as vice-president, Rick Toller as Treasurer, Bette-Jean Telford as Secretary and Roger Phaure, Rick Hernder, Rolph Bach, Bernice Lockert and Whiteley Graham. In late October of 1979 Mr. Ness was forced to resign due to pressure of business, and Sylvia Shaw assumed the presidency. Mary Ellen Whalen was duly elected to the Board of Directors as a replacement for David Ness.

Early in the 1978-79 year a bid was made, and the acceptance received from the National Board of Directors that the 1984 National Conference of A.R.M.A. be held in



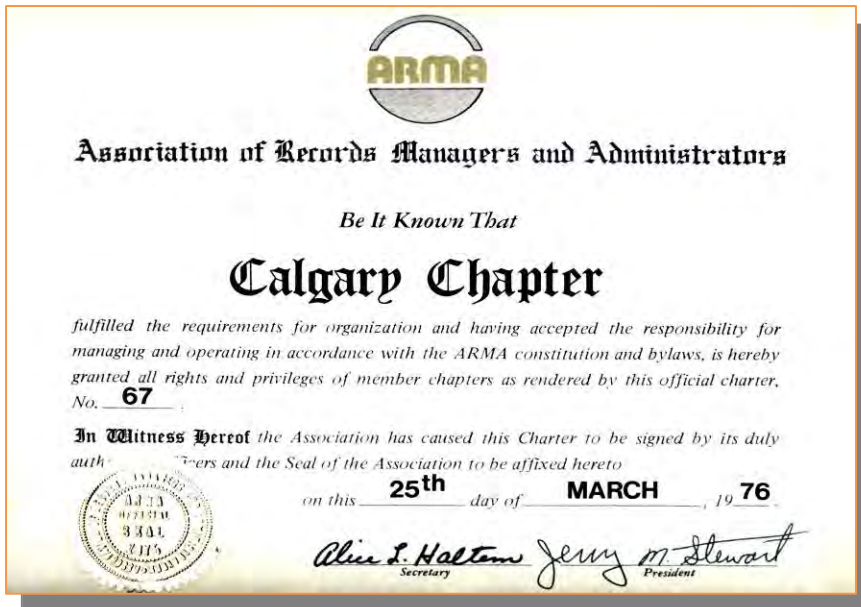
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Calgary. With the acceptance of this bid, the Board of Directors concentrated their efforts and those of the chapter on obtaining no less than 100 members by the end of the 1979 year. As of February 1980, the Calgary Chapter boasts a membership of 97 persons.



Chapter History Highlights 1970's

- Feb. 4, 1976 Meeting held at the Calgary Public Library, first Board of Directors elected
- Mar. 25, 1976 Chapter Chartered with 27 Charter Members:



Some of the Founding 1976 Membership:

Rolf Bach
James W. Clark
J.L. Clarke
Don Doherty
Whiteley Graham
George Grant
Sara Miller
Dorothy Vigor
George Weaver
Peter Weston
Vicky Williams
Don Worden



Don Worden, 1st Chapter President





1980's

Oct. 1980

Calgary Chapter twinned with Houston Chapter:



Oct. 1980

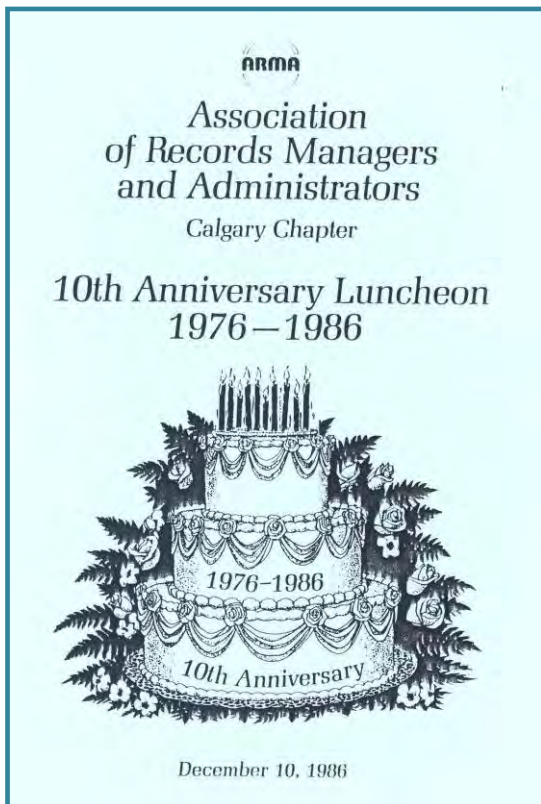
Recipient Chapter of the Year (COTY) Award - Medium category





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- 1982 Established "Applied Information Management Certificate Program" at Mount Royal College coordinated by Sharon Robertson
- 1982 Sixth Anniversary dinner attended by John Gilbert, President, ARMA International
- Jan. 1983 Chapter incorporated under Alberta's Societies Act as "Association of Records Managers and Administrators – Calgary Chapter"
- 1983-84 "*Glossary of Records Management Term*" completed by Calgary, Glossary Committee of Standards Board
- Oct. 1984 Calgary hosted the 1984 ARMA International Conference
- Dec. 1986 Chapter celebrates Tenth Anniversary





1990's

- 1990-91 Calgary Chapter joined the Chamber of Commerce
- March 1991 Fifteenth Anniversary Dinner attended by Wendy Shade,
President, ARMA International
- 1991 Produced 24 minute video on Records Management
"Records and Information Management" (Sharon
Robertson)
- 1991-92 Completed Calgary Records Management Salary Survey
- March 1992 Sixteenth Anniversary - Chapter Conference & Banquet -
"Unveil the Phantom of the RIM" attended by Wendy
Shade, President, ARMA International



Association of Records Managers
and Administrators Calgary Chapter
**ANNIVERSARY BANQUET AND
CONFERENCE THEME NIGHT**
March 2, 1992



**"UNVEIL THE
PHANTOM OF RIM"**



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October 1992 Recipient Chapter of the Year (COTY) Award – large category



April 1995 Hosted the Tenth ARMA Canadian Region Conference

Fall 1995 Established two year Records Management Certificate Program

March 1996 Chapter celebrates Twentieth Anniversary

March 1998 Chapter developed website



History of the
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Oct. 1999

Recipient for Chapter of the Year (COTY) Award –
“Honorable Mention” Large Category



1999

Newsletter went electronic



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2000's

March 2001

Chapter celebrates 25 Anniversary!



June 2002 - Calgary hosts the **ARMA Canadian Region Annual Conference**. Awards banquet "A night at the Awescars" produced a Calgary theme appropriate award:





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September 2005 Recipient "Honorable Mention" for ARMA International's **Website of the Year** award - Large category

Recipient ARMA International's **Special Project Award** for best RIM focused project for ACRIM (Aboriginal Community Records Information Management Program) - a joint ARMA/SAIT partnership.

March 2006 Chapter celebrates 30th Anniversary



October 2007 Recipient ARMA International's Website of the Year award - Very Large Chapter category.





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November 2007 New Trade Show Booth and Pamphlet premiered at the SAIT Polytechnique Career Directions Fall 2007. Casey Downey (PR) and Tyler Yates (SAIT Liaison).



Monthly Business Meetings

On the 2nd Wednesday of each month, the Calgary ARMA Chapter provides an information session at 9:15 followed by a business meeting at 11:30. Each information session and business meeting hosts a speaker on current topics relevant to the Records and Information Profession. Some of these topics are:

- Techniques to ensure compliance to Government and Industry standards
- Electronic records and content Management
- Innovative technologies
- Disaster recovery
- Protection and security of vital records
- Peer discussion panels
- Fundamentals of records and information management

Calgary Chapter
Established in 1976

Calgary Chapter's Website: <http://www.arma.calgary.ab.ca>

ARMA International's Website: <http://www.ama.org>

ARMA Canada's Website: <http://www.armacanada.org>

Through a Supported Network



<h4>Records and Information are vital to your business</h4> <p>Is your company able to pull together the vital documents necessary to support and defend itself in a litigation situation?</p> <p>Can your company survive a fire and have enough information available to continue doing business?</p> <p>Is your company able to gather information to knowledgeably plan the resources, personnel and finances needed for the future?</p> <p>Today's business climate is ever changing requiring a company to access corporate information in a short period of time. To do this you need an efficient records and information management system to respond to the daily needs of your business.</p> <h4>Efficient Records and Information Management Provides:</h4> <ul style="list-style-type: none"> • Systematic, timely and accurate retrieval of information • Compliance with government regulations and industry standards (FDIP, PIPEDA, PIPA, Sarbanes Oxley, ISO, and future legal requirements) • Protection, security and disaster recovery of your vital records 	<h4>ARMA International</h4> <p>ARMA International is a non-for-profit professional association and authority on managing records and information.</p> <h4>ARMA International Calgary Chapters Mission</h4> <p>Through education, research and networking opportunities ARMA Calgary Chapter provides Information Professionals the ability to use their skills and experience to leverage the values of records, information and knowledge as corporate assets and as contributors to organizational success.</p> <h4>ARMA Membership</h4> <p>The ARMA Calgary Chapter is affiliated with ARMA International which has a membership of nearly 12,000 professionals world wide in the Records and Information Management field.</p>	<h4>Membership Benefits</h4> <ul style="list-style-type: none"> • Networking-participating in a network of RIM Professionals representing all aspects of the field • Education-participating in information sessions, seminars, regional and international conferences, and the RIM certificate program at SAIT • Monthly Business meetings providing speakers on various topics relevant to Records and Information Management, career and personal development • Publications providing leading edge trends and expert information. • ARMA JobLink connects the Records and Information Professionals to growing employment opportunities locally and internationally • Website provides timely information, interactive links and information on the Chapter and its activities • Affiliations with other industry leaders such as, the International Council of Archivists, Institute of Certified Records Managers and the Society of American Archivists
LEARN	GROW	CONNECT



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October 2008 Recipient Chapter of the Year (COTY) Award - very large category, awarded in Las Vegas Oct 21, 2008.



Chapter of the Year
ARMA Calgary Chapter Submission
Very Large Category



June 2008

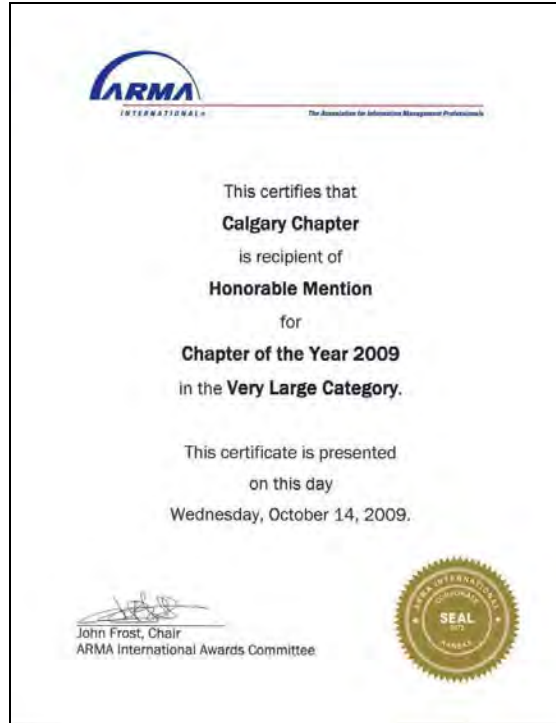
Dec. 2008 ARMA Calgary Chapter website re-launched!





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October 2009 ARMA Calgary Chapter wins Honorable Mention - Chapter of the Year (COTY), very large category awarded in Orlando Florida!



!

October 2009 ARMA Calgary Chapter wins Chapter Newsletter of the Year (CNOTY), very large category, Justin Kennedy editor, also awarded in Orlando Florida!

**Very Large Chapter Category
Calgary Chapter**



Editor: Justin Kennedy
Accepting: Kathy Major
Presenting: Elizabeth Evans



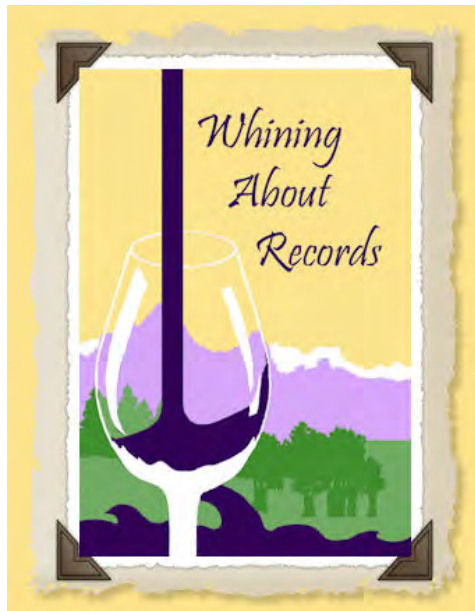
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May 2010 Calgary launches new logo with a western theme.

June 2010 Calgary`s own Uta Fox recognized CRMRA
 (Canada Region Member Recognition Award)!



October 2010 First Mountain Pacific Canada Regions conference
 held in Kelowna British Columbia, hosted by
 Calgary, Vancouver and Vancouver Island Chapters





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November 2010

ARMA Calgary & ARMA Houston celebrate 30 years
as sister chapters!



March 2011

ARMA Calgary Chapter celebrates 35 years!





Calgary Chapter Member of the Year (CMOTY)

- 1979 • Rolf Bach
- 1980 • Sylvia Shaw
- 1981 • Bernice Lockert
- 1982 • Lynn Huhtala and Ellen Hughes
- 1983 • Mike Toller
- 1984 • John Ward
- 1985 • Xenia Stanford
- 1986 • Barbara Key
- 1988 • Jodi Cohen
- 1989 • Rayna Rabin
- 1990 • Susan Rock
- 1991 • Sharon Robertson
- 1992 • Louise Hudak
- 1993 • Dolly Costillo
- 1994 • Sharon Robertson
- 1995 • Gita Wanigasekera (now Werapitiya)
- 1998 • Sandra Danyluk
- 1999 • Leonora Casey
- 2000 • Rob Leavitt
- 2001 • Kath Rutland
- 2002 • Sandra Danyluk
- 2003 • Brenda Vandermey
- 2004 • Kit Bright
- 2006 • Sam McCollum
- 2007 • Susan Rock
- 2008 • Uta Fox
- 2009 • Joanne Wiens
- 2010 • Barb Bellamy



Calgary Chapter Recognition for Service Awards

- 1988-1989 • Jim Ryan
- 1989-1990 • Barbara Key
- 1990-1991 • Gita Wanigasekera (now Werapitiya)
- 1991-1992 • Jodi Cohen
- 1995-1996 • Archivex (20 years)
- 1996-1997 • Debra Buray
- 1997-1998 • Sharon Robertson (25 years)
- 2005-2006 • Vicky Williams, Brenda Vandermey (30+ years)
- 2006-2007 • Leonora Casey (17 years)



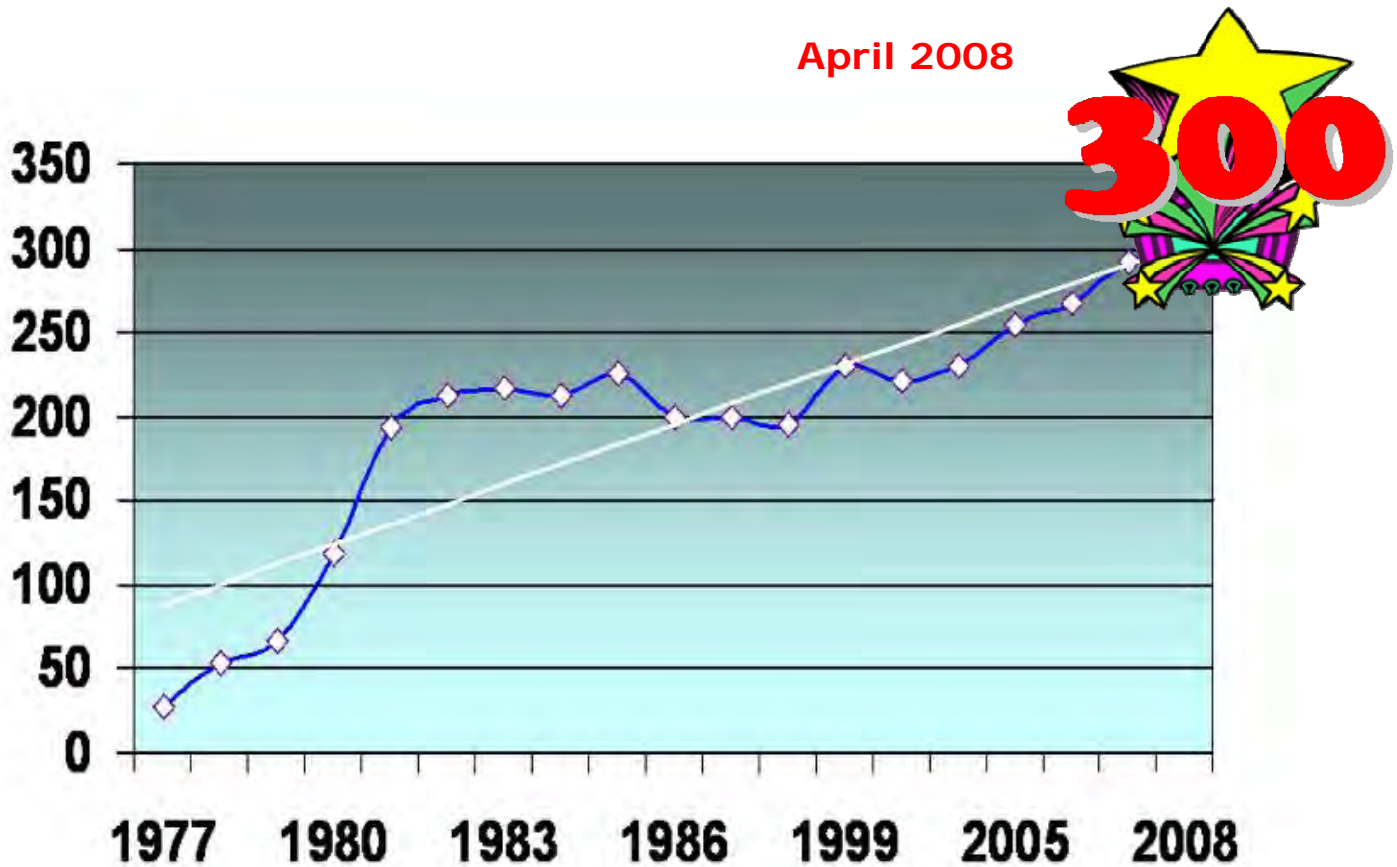
Member Recognition Awards

(from ARMA Canada Region Website)

- 1997 • Gita Werapitiya
- 2004 • Sharon Robertson
- 2005 • Gita Werapitiya
- 2007 • Vicky Williams
- 2009 • Sue Rock
- 2010 • Uta Fox



Chapter Membership 1977-2011



Calgary ranks #3 in chapter size internationally!
 (Houston #1 and Metro New York #2)
 (as at April 2008)

Our membership are represented by a variety of sectors:

- 42% - Oil & Gas
- 23% - RIM Co. and Consultants
- 14% - Government and Boards
- 4% - Education
- 13% - Others



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“Introduction to Certification. The Institute of Certified Records Managers™ (ICRM) is an international certifying organization of and for professional records and information managers. The ICRM was incorporated in 1975 to create a standard designation or CRM by which persons involved in records and information management could be measured, accredited, and recognized in accord with criteria of experience and knowledge established by their peers.” (from <http://www.icrm.org>)

Calgary Chapter values its CRM's

Anecdotal contributions from
Margaret Russell, Susan Rock, Fern Phillips and Dolly Castillo

The **Certified Records Manager (CRM)** designation is issued by the **Institute for Certified Records Managers (ICRM)**. ICRM is an organization independent from ARMA International. Although the ICRM designates many eligible ARMA members, it also issues designations beyond the ARMA community.

The ARMA Calgary Chapter has sustained a mutually respectful and active relationship with its CRM members. Throughout the Chapter's history, a CRM presence has been promoted through maintaining a “Chapter ICRM Liaison” appointed position to the Board. The Liaison incumbent is encouraged to actively promote interest and education regarding the designation process.

1980 – 1990's

During the mid 1980s, the Chapter designated the November luncheon meeting as “ICRM” month. At the luncheon, new CRM designates were honorably mentioned and the Chapter Liaison was given an opportunity to promote the designation. The CRM group introduced the yell of “YAHOO” their battle cry. In addition, Chapter newsletters advertised the annual CRM examination date roster.

The Liaison position often promoted or chaired CRM study groups wherein CRM candidates get together to study and share knowledge required for the CRM examinations. Between the years 1986 and 1990, an eager group of CRM candidates inaugurated the first formal CRM study group within the ARMA Calgary Chapter.

A study group led by Judy Harrower and Rayna Rabin was held at Shell Canada. There were about 10 members including Dolly Castillo and Grace

Sardo. Fern Phillips started to write for the CRM exams in 1986. She became a member of ARMA in Calgary that year. Fern Phillips held the CRM designation



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continuously since 1988, with four successful re-certifications. Dolly Castillo received her CRM designation in 1988. Kris Barge from Shell also wrote the CRM in this time period, though may not have been part of the study group. Sam McCollum joined in the group from time to time. Rayna Rabin went on to become an exam marker. Other "CRM'ers" that Dolly recalls are Angelina Fong and Cynthia Kent. Cynthia, last known at with the Winnipeg Archives, holds the honor of passing Parts 1-5 in one take! Within a four year period, the group had achieved their mutual goal - all achieved a CRM designation.

Dolly Castillo and Fern Phillips often proctored (provided an objective supervised writing location and received and mailed the exams) for anyone writing exams from 1988 to 1998.

2000's

Another enthusiastic Calgary Chapter CRM study group was assembled in the early 21st century. 7 members pursued their designation. Rob Leavitt became the second person to pass Parts 1-5 tests in one sitting. In addition, the group embarked on promotional campaign activities that included:

- publishing a regular monthly column in the Calgary Chapter's newsletter.
- presenting the first ever, 2 hour interactive CRM presentations at regional conferences held in Vancouver and St. John's by a Calgary Chapter member.
- cataloguing ARMA International journal articles dating from 1983 to present and classifying each article by its logical fit for each of the 6 CRM examinations required for designation.

By 2006 interest was much stronger and there were five or six people at various stages of writing the exams.

A study group was not formed in 2006 but kept in touch with email, messaging and electronic documentation. Fern Phillips provided several of the Part 6 writers with a comprehensive overview of Records Management which she continues to refine from a large collection of reference material. Fern Phillips proctored again in 2006.

ICRM representatives to the ARMA Calgary Chapter include Dolly Castillo, Sue Rock, Fern Phillips and Margaret Russell.

The Calgary Chapter continues its legacy of valuing its CRM members and enabling CRM promotional activities through the Chapter's network.