



OREGON ASSOCIATION OF MUNICIPAL RECORDERS

## RMC & LC Meeting Notes

May 18, 2023

10:00 a.m. Records Management Committee (RMC)

11:00 a.m. Legislative Committee (LC)

Join Zoom: <https://us02web.zoom.us/j/88075543719?pwd=UGdiZVpUKytsZlE2TC9pdGkycnllQT09>

Meeting ID: 880 7554 3719

Passcode: 816012

### Records Management Committee (RMC)

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1. Call to Order (10:00 a.m.)
2. Introductions (10:01 a.m.)
3. Updates & Presentations (10:05 a.m.)
  - a. Round Table Discussion: Records Management Methods for small cities, going paperless, advocating for records management... featuring Tyrene Bada, Beaverton.
4. Open Forum Questions (10:30 a.m.)
  - a. YouTube video question from Listserv
5. Housekeeping Notes: (10:45 a.m.)
  - a. OAMR Conference Records Session (Wed. 9/20, 10:30 am – noon)
    - i. Topics (how to teach records management, managing retention, digitization)
    - ii. Summertime Conference Session Subcommittee: Winnie Shepherd, Krista Miller, Kim Veliz, Alex Downing, Grace Jelks, Rachael Gangelhoff, Scott Stauffer
  - b. OAMR Records Archives (currently at Keizer)
    - i. Anyone interested in taking on 15 boxes?
    - ii. Anyone want to work on digitizing these?
  - c. RMC Chair for 2023-2024: nomination motions – ACTION REQUIRED.
6. Adjourn (10:55 a.m.)

### Legislative Committee (LC)

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1. Call to Order (11:00 a.m.)
2. Introductions (11:01 a.m.)
3. Legislation Round-Up (11:10 a.m.)
4. Legislative Update at Conference (11:45 a.m.)
  - a. Summertime Conference Session Subcommittee (9/21, 4-5pm)
5. LC Chair for 2023-2024: nomination motions – ACTION REQUIRED. Adjourn (11:55 a.m.)

### Upcoming Meetings

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The next full committee meetings will be scheduled after conference in September. Subcommittees will meet over the summer – dates and times to be determined.