



# RECORD

December  
2018

The newsletter of the Virginia Association of Government Archives & Records Administrators

## President's Letter

Greetings VAGARA Members and Friends,

As the end of year approaches, it is hard to believe this is the final newsletter for 2018. This past year seemed to fly by. I am starting to understand what my parents meant by the years go faster the older you get! Pretty soon, I will blink and the years will be over.

The executive board had some challenges this first term. There were positions that we had to fill after three newly elected board members resigned. We had to fill the Secretary, the Treasurer and the Historian. We filled those positions with current board members and brought on the new board members as Members-at-Large. In the middle of adjusting to new roles the board was able to coordinate a spring workshop in Charlottesville and the annual conference. Both of these events received positive feedback from the attendees. The conference chairs, Nancy Tyler, Margie Tacci and Chris Koch did an excellent job planning the conference. I would like to thank Jessie Graham for handling the program for each of these events. This is the first year she has had the responsibility of planning the program and coordinating the speakers and she did a fantastic job! Dianna Catron and Nicki Taylor were the conference registration chairs and "hooked" everyone up with their "swag bags" and registration materials. Marilyn Johnson was the coordinator of the gift baskets and raffles and she did an outstanding job. The conference re-cap will announce the money raised for the Connis O. Brown scholarship fund. Jessica Burgess, our Treasurer, helped keep the budget on track and also took photos during the conference. Noble Payne was the exhibitor chair. He coordinated the exhibitor's registration and attendance. The entire board did a fabulous job!

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President's Letter continued...

2019 will be the final term for the current board. The next conference will include voting on a new slate of board members. Starting early next year a nominating committee will be appointed and will work toward recruiting new members for the board.

If you are interested in serving on the board, please be on the lookout for information in the next newsletter for who to contact to express your interest or to get more information about the positions available.

As the end of the year approaches, I want to wish everyone a great holiday. I am sure there are various traditions celebrated by our members and friends. I hope the traditions carry on the values you believe in and keep your families and friends close. The VAGARA board is sending 2019 personalized calendars again to our members (based on the overwhelming feedback that they are a fun gift to receive). If you are not a member, you should consider joining this great organization, not just for the cool calendar but for member discounts for the conference, as well as the networking and access to other members' experience and knowledge. Everyone is so willing to help and provide advice when needed. We also have a great group of vendors that support the organization and our members. I have personally made great friends with many of them and they are just a phone call or email away.

Best wishes for healthy and happy New Year for 2019!

Sincerely,  
Maralee Weeks  
President of VAGARA

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## VAGARA Membership/Outreach Updates

Did you know that VAGARA membership is only \$20.00 a year for individual and \$100.00 for vendors? Membership period runs from January 1 to December 31<sup>st</sup> of each year.

### Your 2019 Dues are Due!

Help keep our organization strong by paying your membership fees and inviting other records professionals to join before the April 1<sup>st</sup> deadline. We understand that some memberships are not renewable due to position changes and life events, so regretfully we have to update our membership roll April 1 of each year.

### Outreach Reminders

Have you had changes to your name, place of employment, title, address, or email? If so, please sign into <https://vagara.org/> and update your contact details. You do not have to create a new account. If you have forgotten your password (we all have at some point), you can request a reset by clicking on the Forgot Password link on the home page. Please contact me with any questions or concerns. Thank you for your continuing participation and support of VAGARA.



### 2018 Membership Stats

Individual Members: 176  
Vendor Members: 3  
Honorary Members: 9



The VAGARA Board and members value you throughout the year, not just at Conference time. If you know of a VAGARA member who needs a little cheering up, condolences, or kudos, please send their name to Dianna Catron at [dcatron@culpepercounty.gov](mailto:dcatron@culpepercounty.gov) or any Board Member. You do not need to include any details unless you wish to share that information. An old fashioned “card” will be sent to the member at his/her address on file – so, if a different address should be used, please provide Dianna with the appropriate address. We want our members to know that they are in the thoughts of the Board and the VAGARA organization, and we are all here to offer support.

Dianna Catron  
Vice President and Membership Coordinator  
[dcatron@culpepercounty.gov](mailto:dcatron@culpepercounty.gov)

## 2018 Annual Conference Recap

The 34<sup>th</sup> Annual VAGARA Conference held at the Sheraton Oceanfront Virginia Beach was a well-attended and well-received event! There were 121 people in attendance including speakers and exhibitors. The theme, *Records Management is Everyone's Responsibility* allowed for presentations on a variety of topics including new NARA initiatives, obtaining buy-in, managing change, new training ideas, workflow improvement, better communication, and resilient leadership. We received 52 evaluations back and are happy to report that most categories were given high marks! Based on evaluations received, attendees felt the program was well-organized, relevant, and the speakers were well-prepared.



Evaluation question	Score out of 5
Was the program well-organized?	4.67
Were the topics relevant to you?	4.31
Were the speakers prepared?	4.65

Your comments and ideas will be used by the planning committee for the 2019 conference. We hope to work on recruiting more and different vendors and to develop ways to incorporate networking opportunities into the conference next year. If you have additional comments, please relay them to a board member!

## Conference raffles and giveaways



Thanks to everyone for purchasing raffle tickets at the conference! We raised \$625.00 for the Connis O. Brown Scholarship Fund. Money raised by the conference raffles is used to sponsor conference registration for members in need each year. Your donations make a difference! In addition to the beautiful baskets the board was happy to award two members with the following:

**Free 2019 Membership:** Penny Norton, Newport News Public Schools  
**Free 2019 Conference:** Rachel Carton, Amherst County

## Conference presentations available

For members who were unable to attend the conference, the presentations are available on the VAGARA website at: <https://vagara.org/2018-conference-slides>. Be sure to log-in to website first!

## Save the date!

We're going back to the beach to celebrate our 35<sup>th</sup> year! Mark your calendars - The 35<sup>th</sup> Annual VAGARA Conference will be held at the Hilton Virginia Beach Oceanfront, October 16-18.

More details will come in future newsletters. If you're interested in assisting with the conference, please contact any board member.



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