



**New York Association  
of Local Government Records Officers**

Dear Records Management Professional:

On behalf of the Board of Directors I would like to formally invite you to attend our Annual School that will be held in historic Lake Placid, New York on Sunday June 3 - Tuesday June 5, 2018. We will be at the High Peaks Resort celebrating our 30th Anniversary as an association!!!

This year our theme is "Carrying the Records Management Torch" - in honor of being at the location of the 1980 Winter Olympic where the "Miracle on Ice" occurred. We have set an educational program that offers a variety of classes in different aspects of records management - managing case files, applying for grants, managing e-mails - just to name a few. We also have brought back some of our fun "networking activities" that were a huge success last year.

All the forms you need to register are enclosed in this packet for you. If you have not paid your membership dues yet this year - no worries - you can do so on the conference registration form. Not sure if you did - call our Membership Chairperson Jessica McClennan at 845-928-7558 x1252.

You will also find an application for our scholarship fund that I strongly encourage you to apply for if your employer cannot financial support your continued education. Since this is our 30th year I am happy to announce that we will be offering three scholarships so please take advantage of this opportunity if you meet the requirements.

As always, I am here for you and would love to talk if you need anything or have any questions. Please feel free to contact me and, if you are attending the conference, grab me and say hi!!!

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