



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

Dear NYALGRO Member:

On behalf of the Board of Directors I would like to personally invite you to attend the 2021 Annual NYALGRO School that will be held in Geneva, New York!! This year our theme is "Perking Up Your Records Management Program" and we will be offering our members two ways to attend – virtually or in person. If you have never been able to attend our conference in the past, I hope these two options entice you to consider it in 2021.

We have worked very hard to come up with a schedule that is current with the needs of today. Each class is also designed with everyone in mind - regardless of how long you have been a records manager or what the status of your current records management program may be. We hope the topics selected will aid each one of you in improving your program and making work life easier.

Conference registration is only \$30¹ which is for both days. If you are attending in person, we negotiated a great deal with the hotel for your room and food package. In person attendees will be asked to wear their masks at all times (except when sitting for meals) and to practice social distancing. **(NOTE – should protocols change for the worse, the conference will be held entirely virtual. We will post a notice on our website, Facebook © page and send out an email blast.)**

If you have any questions about submitting your conference registration form (or if you are not sure if you renewed your membership yet) please call our Membership Chairperson Jessica McClennan at 845-928-7558 x1252.

On our website you will find all the forms needed to enroll in the 2021 conference. Please visit www.nyalgro.org today and sign up now!!! In person space may be limited depending on restrictions imposed by the Department of Health so please do not delay. On our website you will also find:

- An application for our scholarship. I strongly encourage you to apply if your employer cannot financially support your continued education and you would like to attend in person. We offer three scholarships so please take advantage of this opportunity.
- An application to nominate someone or a group that should be recognized for their records management program or accomplishments. We give out three awards annually.

¹ If you have not renewed your membership yet (which was mailed in late December), then the cost is \$80, which includes the \$50 annual membership fee.

As always, I am here for you and would love to talk if you need anything or have any questions. Please grab me when you see me and say hi or call if you have any questions or comments!!!

Desiree Potvin, NYALGRO President
Woodbury Town Clerk (845) 928-6829 x7
dpotvin@woodburyny.us

If you have any questions during the conference, please stop by the Registration Desk where a Board member will always be to help you.

If you are attending virtually, you can email questions in advanced and during the conference to nyalgro2020@gmail.com and we will respond quickly.

**SAVE THE DATE FOR NEXT YEAR
JUNE 12-15, 2022
ALBANY, NEW YORK**