



**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 2022 Annual NYALGRO School that will be held in Albany, New York!! This year our theme is "Diving into Records Management".

As always, we have once again 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 \$30<sup>1</sup> which is for both days. 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 additional forms for the 2022 conference. Please visit [www.nyalgro.org](http://www.nyalgro.org) today where you fill find:

- Full course catalog with descriptions and speaker information
- Hotel sales tax exempt form
- 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.

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. A Board member will always be there to help you.

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<sup>1</sup> 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.