



ARMA INTERNATIONAL  
**EDUCATIONAL  
FOUNDATION**

RESEARCH · EDUCATION · SCHOLARSHIP

**AIEF Board of  
Trustees:**

**Preston W. Shimer,  
FAI - Administrator**

**Susan B. Whitmire,  
CRM - Chair**

**William W. LeFevre,  
CRM, CA - Vice  
Chair**

**Philip Albert Sr.  
- Treasurer**

**James E. Booth,  
CAE**

**Pamela Duane, CRM  
H. Larry Eiring,  
FAI, CRM**

**Irene Gelyk**

**Pilar C. McAdam,  
CRM**

**Juanita Skillman,  
FAI, CRM**

**ARMA Liaison**

**Sharon Alexander  
Gooding**

**Honorary:**

**Jean Brown, FAI**

**Mavis Eppes, FAI**

**Deborah Marshall,  
FAI**

**Patricia Vice,  
FAI, CRM**

## FOUNDATION HIGHLIGHTS

### ARMA INTERNATIONAL EDUCATIONAL FOUNDATION LOSES A LONG-TIME FRIEND AND LEADER

Gary Lewis, CRM, CDIA+, passed away on April 23, 2009 after battling cancer. Gary served as Vice-Chairman of the Foundation and, at the time of his death, was actively engaged in the advancement of the Foundation and poised to become the next Chairman of the Board of Trustees. The Foundation benefited from his administrative innovations, his aggressive attention to marketing and quality reporting. In addition to his work with the Foundation, Gary was heavily involved in ARMA International at the chapter and region level. Gary's home chapter was the Northern Virginia Chapter.

Gary earned degrees from the University of Virginia and the University of Southern California. Prior to becoming a records manager, Gary served with distinction in the US Air Force including significant time flying the F-4 Phantom Jet. The F-4 was a star in its era. Originally an all-missile fighter, it became a multi-role, all-weather interceptor. Piloting an F-4 was a demanding job.

His professional career in records and information management includes the following achievements:

- Developed records and information management programs for: the Department of Treasury, the U.S. Defense Threat Reduction Agency, the U.S. Joint Staff Records Management office, and the U.S. Office of the Secretary of Defense Records Management Support Services office.
- Created Project Analyses of Records Information Management Programs for Booz-Allen, Inc., and the U.S. Department of State.
- Program Manager for Department of Veterans Affairs Records Center contract
- Program Manager for EPA Records Management Support Services contract

Gary was a Certified Records Manager (CRM), certified Document Imaging Architect (CDIA+), Electronic Records Management Practitioner (ERMP), and Electronic Records Management Specialist (ERMS).

*Gary is survived by his wife, Laurie and his sons. Friends and associates are able to remember Gary through a memorial established on the Foundation's website, and also through participation in the first-annual Gary Lewis Memorial Golf Outing (see related story in this newsletter).*



## **ARMA INTERNATIONAL EDUCATIONAL FOUNDATION PROMOTES FIRST-ANNUAL GARY LEWIS MEMORIAL GOLF CHALLENGE**

The Board of Trustees of the ARMA International Educational Foundation has created a golf challenge to honor former AIEF Vice Chairman, Gary Lewis, who passed away in April, 2009. The challenge will be held immediately before the start of the ARMA International Annual Conference on October 14 at Hawk's Landing golf course (the on-property) golf course at the Marriott Orlando World Center Resort, Orlando, FL. All profits from the event will be used to build the Foundation's endowment fund.

All ARMA International Chapters and Regions are encouraged to form a team to compete in the tournament. Three AIEF Tournament Trophies will be awarded to winning teams for three different activities: lowest golf score, most sponsorship money raised for the Foundation, and most items delivered to the Foundation for the Silent Auction (which is held during the ARMA International Conference).

The tournament will be a nine-hole best ball format. Tournament fees are \$65 per individual or \$225 per team. Tournament fees include cart and green fees. Rental clubs are available at Hawks Landing for \$29. Because of time and golf course limitations, only 24 teams (96 players) will be able to compete in the tournament. To receive a team or individual tournament registration form, please contact Jim Booth, Executive Director, PRISM International, who is the member of the AIEF Board of Trustees in charge of the tournament (jim@prismintl.org or +1-919-771-0657).

Each team can also compete in two additional ways. Teams can solicit sponsorships in the form of donations for the educational foundation. The AIEF will track these donations and report progress to all teams in advance of the tournament. All sponsorship donations will be contributed directly to the ARMA International Educational Foundation. In addition, 8 hole sponsors are still being sought. Hole sponsorships provide additional financial support to the foundation and will receive additional sponsorship recognition by on the AIEF website and during the tournament.

For several years the ARMA International Educational Foundation has been soliciting donations for its silent auction. A team trophy will also be given to the ARMA chapter or region team that provides items that raise the largest amount of money for the foundation through the silent auction. It is also possible that a single team or region could win all three trophies, creating a "triple crown" victory.

This event provides a great opportunity for fun and camaraderie and represents a great opportunity to assist the Foundation in raising \$15,000 for the endowment. Information sheets for the golf tournament, hole sponsor information, sponsorship forms and silent auction donation forms are available by contacting Jim Booth (jim@prismintl.org).



## **INTERNATIONAL RECORDS MANAGEMENT TRUST AND ARMA INTERNATIONAL EDUCATIONAL FOUNDATION SIGN ACCORD OF PARTNERSHIP AND COOPERATION**

The International Records Management Trust (IRMT) and the ARMA International Educational Foundation (AIEF) signed an Accord of Partnership and Cooperation. The Accord, entered into on behalf of the IRMT by its International Director, Dr. Anne Thurston, OBE and for the AIEF by Chairman of the Board of Trustees, Susan Whitmire, CRM, is intended to provide a framework for mutually beneficial and cooperative initiatives.

The possible cooperative ventures, all of which are focused on advancing education, research and scholarship in the field of records management, include identifying and sharing good-practice; defining significant research topics and researchers; reviewing and disseminating educational materials; exchanging research findings, reports and news; and developing joint field efforts.

With the completion of the Accord, the two organizations immediately completed their first cooperative venture. The AIEF provided \$5,000 U.S. to assist the distribution of educational modules, developed by the IRMT, that focus on managing electronic records to support records professionals in developing nations in Africa and elsewhere. In thanking the AIEF for its generous contribution to the distribution of the materials, Dr. Thurston noted, "Many developing countries are hoping to leapfrog to a purely electronic environment.

Unfortunately, the framework of laws, policies, standards, systems, procedures and skills needed to maintain the integrity of the records is not in place, and the growing body of relevant knowledge in developed countries is not being adapted to meet the circumstances of lower-resource countries. The distribution of the educational materials marks an important step forward in addressing this situation." In statements noting the signing of the Accord, Dr. Thurston and Ms. Whitmire pointed out the high level of enthusiasm from both organizations in reaching this accord and on working together into the future.

---

## **FOUNDATION SILENT AUCTION**

Back by popular demand and expected to be bigger and better than ever, individuals and companies are invited to learn more about this excellent tax deductible opportunity to donate items for the Silent Auction and gain recognition for your support of the work of the Foundation. The Foundation is encouraging donors to read and complete the Silent Auction Donation Instructions and Form, which can be found on the main news page of the Foundation website at [www.armaedfoundation.org](http://www.armaedfoundation.org).



## DEADLINE APPROACHING FOR 2009 GRADUATE LEVEL SCHOLARSHIP

The ARMA International Educational Foundation (AIEF) has established a scholarship program to encourage development of the international records and information management community with an appropriately educated records and information management workforce.

A Scholarship of \$3000 will be awarded annually, in the summer, to a full-time student entering the second year of a graduate records and information management program or equivalent library science or archival studies program which contains a significant number of records management and information courses at a recognized university or a college leading to a Masters Ph.D degree or equivalent.



### Eligibility and Application Process

Any student enrolled in a recognized graduate program who:

1. Provides evidence of the intention to continue with the second year of such a program;
2. Submits an outline of the courses and related papers completed in the first year;
3. Submits evidence of being a member in good standing of ARMA International or another nationally or internationally recognized information management association;
4. Provides evidence of having attained a grade average of 80% or a B average or higher in the first year of their graduate degree program as indicated by the submission of an official transcript;
5. Prepares a 1000 or more word research essay which thoroughly explores an aspect of records and information management studies. If deemed appropriate by the AIEF, further agrees to allow the AIEF to publish the essay;
6. Agrees to the terms and conditions of the Scholarship;
7. Submits one hard copy of a letter of application, the documentation indicated above and three letters of reference from individuals able to comment on the applicant's academic performance, involvement or interest in the records and information management community and leadership abilities;

### 8. Applications are due by the end of June 2009 and are to be submitted to:

Preston W. Shimer, FAI  
Foundation Administrator  
ARMA International Educational Foundation  
1609 Terrie Drive  
Pittsburgh PA 15241 USA

For further information, visit the Foundation Website  
<http://www.armaedfoundation.org/scholarship1.html>



## ANDOLSEN HIGHLIGHTS COOPERATION WITH FOUNDATION IN SPRING ICRM NEWSLETTER

In the Spring, 2009 Edition of *ProfessioNotes*, ICRM President Alan Andolsen identified efforts to build closer cooperation between the Institute of Certified Records Managers and the ARMA International Educational Foundation.

*“We are also building stronger relationships with ARMA International. In addition to our participation on its Strategic Planning Committee, the ARMA Board has specifically named the Institute [and the ARMA International Educational Foundation] as primary partners in its strategic plan. There will be much closer cooperation between ARMA and the Institute on educational efforts – both those that help to prepare for the CRM exams and those that provide certification maintenance credits. As was announced at the 2007 ICRM Annual Business Meeting, there is an almost 100% correlation between the topics in the ICRM study outline and the ARMA Competencies. In the future, ARMA educational offerings will be linked to the Competencies and, thus, to the ICRM study outline.”*

---

## EDITOR ADDS ADDITIONAL INFORMATION ABOUT NEW BOOK

Bruce Dearstyne, editor of *Leading and Managing Archives and Records Programs*, added some additional information to the article on the book in the last issue of *Foundation Highlights*. He pointed out that the decision to donate half the royalties to the Foundation was something he recommended as editor but that the other thirteen authors readily supported, so this means that 14 people were responsible for the decision and deserve the credit. It is the quality of the writing of those authors that makes this an important book, Dearstyne emphasized. “In this vibrant profession, cooperative ventures which draw on the talents and insights of multiple experts often produce the most impressive and lasting results,” Dearstyne said. “That is certainly the case with this edited book.” He expressed his appreciation again to the authors for their work and contributions. “We are pleased that the book will help support the work of the Foundation and also the SAA,” he noted.