

## *Training Opportunities Abound for Association Members*

The Association holds an annual conference each fall. Members have an opportunity to network with vendors, presenters and fellow records personnel.



*Training Opportunities  
from the Experts*

### *The latest in technology*



*Good Food & Fellowship*

### *Networking Opportunities*



The Second Annual Conference was held at Myrtle Beach, SC in November, 1997. Attendees had opportunities for learning the latest technologies, obtaining new ideas from fellow records officers and learning new avenues for personal growth.

*Make a Difference....  
Become a Member...Today!!*



## HISTORICAL EVENTS

Promoted by the S. C. Department of Archives and History after being encouraged by the Georgia Records Association, an exploratory meeting to form a similar organization in South Carolina was held at the State Records Center, 1919 Blanding Street, Columbia, S. C. on June 26, 1995. After much discussion regarding the needs of record administrators and the advantages that an organization of this type could provide, those in attendance agreed unanimously to proceed with establishing a state-wide association. The first matter of business was to give the new organization a name--thus the formation and foundation of the "South Carolina Public Records Association".

A second organizational meeting was held on September 8, 1995, when the new association elected its first Board of Directors and petitioned the South Carolina Secretary of State for incorporated status.

At the third meeting, held on November 13, 1995, those early pioneers approved the association's by-laws, mission statement, dedicated goals, and set the second Wednesday for their regular monthly Board meeting to be held at the State Records Center, 1919 Blanding Street, Columbia, SC.

During the fourth organizational meeting, held on December 13, 1995, plans were formulated to hold the first state-wide general membership meeting scheduled for March 20, 1996.

## BOARD OF DIRECTORS

The affairs of the South Carolina Public

Records Association, are managed and administered by a board of directors, elected by the membership, and shall be composed of nine members with at least one member from the staff of the South Carolina Department of Archives and History, four (4) members from local government (with preference, but not limited to, one (1) from county government, one (1) from city government, and one (1) from a school system), and four (4) members from state agencies (with preference, but not limited to, one (1) member from each branch, i.e., executive, judicial, and legislative). Each director shall serve a staggered two year term.

## MISSION STATEMENT

THE MISSION OF THE SOUTH CAROLINA PUBLIC RECORDS ASSOCIATION IS TO PROVIDE A NETWORK OF PEOPLE FOR THE ADVANCEMENT AND IMPROVEMENT OF RECORDS AND INFORMATION MANAGEMENT IN THE PUBLIC SECTOR.

## DEDICATED GOALS

- ◆ To increase the awareness of the ethical aspects of records and information management.
- ◆ To establish sound principals of records management and to encourage effective records management practices.
- ◆ To provide educational and training activities in the creation, use, disposal, management, preservation, and conservation of records.

- ◆ To provide a forum for public records managers to exchange ideas and information.
- ◆ To disseminate information appropriate to the advancement of records and information management.
- ◆ To assist public records managers with solutions to problems, concerns, and technological advances.
- ◆ To encourage active participation in legislative processes which impact on public records managers.

## BE A MEMBER JOIN TODAY!!!!

Membership in the organization can be obtained by completing the membership application form with \$15.00 membership dues. Institutional membership can also be obtained by an organization by copying and completing a membership application for each potential individual member accompanied with the appropriate membership dues as defined in the fee structure below:

<u>Number of Members</u>	<u>Fees</u>
1 - 5	\$50.00
6 - 10	\$100.00
11 - 15	\$150.00
16 - 20	\$200.00
21 - 25	\$250.00
26 - greater	\$300.00

## SOUTH CAROLINA PUBLIC RECORDS ASSOCIATION, INC.

### Membership Application

Federal ID# 57-1034772

We invite you to provide your support by joining & participating in this association. If interested, please complete & return this form along with appropriate fee to: SCPRA, Inc., P. O. Box 11322, Capitol Station, Columbia, SC 29211-1322.

NAME \_\_\_\_\_

TITLE \_\_\_\_\_

EMPLOYER \_\_\_\_\_

ADDRESS \_\_\_\_\_  
\_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

Would you be willing to serve in a leadership capacity?

YES \_\_\_\_\_ NO \_\_\_\_\_

\_\_\_\_\_  
Signature/Date