



# Inside ICRM

Institute of Certified Records Managers

[www.ICRM.org](http://www.ICRM.org)

## Greetings,

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### Letter from the Editor

Happy Holidays to one and all. We've now put Halloween and Thanksgiving behind us, now we can look forward to Festivus, Hanukkah, Christmas, Kwanza, St. Lucia Day, Las Posadas, Boxing Day, Winter Solstice, Krampusnacht and a host of others.

We begin this newsletter with an end of the year message from our President, Melissa Dederer.

This month's issue has 3 very interesting articles for your enjoyment. First up is Laurie Carpenter's information piece about her Tae Kwon Do and how she has achieved black belt status.

Each issue we include a message from the ICRM leadership. This month's leadership message is from our President-elect/Treasurer Tim O'Toole. I've known Tim for probably 15 + years and was glad to see it announced several years ago that he had achieved CRA status followed by becoming a CRM. I've asked Tim to write an article on his journey to become a CRM. (nudge, nudge)

Every November the Texas State Library and Archives holds an e-Records Conference. This year Vickie Stephens and Kevin Waldrup manned the ICRM booth at the conference. They have provided a short report along with some photographs. Do you know of any regional RIM or archives conferences that would benefit from having the ICRM booth in attendance? Would you be willing to man the booth? If so please contact Meghan McGrath at [icrm@caphill.com](mailto:icrm@caphill.com).

David Hopkins Information Management Coordinator for the Appeals Commission for Alberta Workers' Compensation Secretariat tossed a wonderful document about functional records classification over the transom and asked if we could include it in the newsletter. This editor is not one to turn down anything for the newsletter. I think you'll enjoy it as much as I did.

Our October quick poll asked, "Do you have a scary RIM story?" We received four truly horrifying stories. To the individual who mentioned receiving 160,000 boxes, yes please we would love to have an article about this scary story.

In Memoriam – Lucy Rieger CRM passed away on November 26th after a

## News and Events

### Dues Reminder

Remember to submit your dues payment by January 31!

### Annual Business Meeting

Did you miss the Annual Meeting? Find the recording [here](#).

### New Exam Proctoring Company

[Learn more](#) about MonitorEDU and this exciting change!

### 2025 Partner Events

Do you have an event with your chapter or region that you would like to see ICRM attend? Contact us.

### Need Some ICRM Gear?

Visit our Cafe Press shop and [purchase ICRM gear](#)

### Careers

[Visit our career center](#) for career postings or to post a career opportunity!

### Preapproved Events

Does your organization have an event over 2 hours you would like preapproved for credit? [Learn how you can get your event preapproved!](#)

### Important Reminders

Have you moved or changed jobs recently? Make sure your contact information is up to date!

Have you entered any CMPs lately? Submit your CMP Request within one year of the event.

## ICRM Partners



battle with cancer. Her obituary can be found [here](#), and words of remembrance can be found [here](#).

Do you have a hobby or activity that you would like to share? Remember all work and no play....

May you all have a wonderful, festive season.

I am as always, your obedient servant.

Peter Kurilecz CRM, CA, IGP, FAI  
Editor, *Inside ICRM*  
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## ICRM Quick Poll

### October Quick Poll Results

In October, we asked you to share your scary RIM stories. Thank you to everyone who responded! [Here are the responses](#).

### December Quick Poll -

Holiday season is approaching quickly! We want to hear from you! What are you doing for the holidays? [Share with us here](#). We'll provide the results in the February newsletter.

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## From the Leadership: End of Year Message From Our ICRM President

By Melissa Dederer, CRM, IGP, FAI

Wow! What a year we have had. So many changes and opportunities. This year's Board has done an amazing and outstanding job of making the ICRM even better!

See full article and accomplishments [here](#).

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## From the Leadership: ICRM President-Elect/Treasurer

By Tim O'Toole, CRM, IGP

Hello to all you Certified Members. Regardless of your certification, we are all certifiable for working in this profession, pun intended. Like many others, I have spent my entire career serving in the RIM profession, from my early years working in an offsite warehouse retrieving and refiling dusty old boxes, to being part of the first ever account manager program designed to better serve the needs of those clients, to learning how to design, implement, and manage the RIM program for my agency today.

Read full article [here](#).

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## Kickstarting My Journey to Black Belt

By: Laurie Carpenter, CRM, IGP

Since the time I was four years old, I have been a horse fanatic. That has never wavered. But many of you know that about me already. Horseback riding, yoga and Pilates were my main sources of exercise. But I would like to tell you about an unlikely sport that I have picked up as an adult.

When my daughter was in first grade, she started taking Tae Kwon Do lessons. After 11 months of sitting in the back of the room watching her training 3-4 days a week, I began to think that it looked like fun. To the shock of many, I bought a two-month training package.

Read full article [here](#).

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## Records Management at its Finest (Vinyl, that is)!

By Melissa Dederer, CRM, IGP, FAI, Avid record collector

My "records management" started long before my "professional records



management" career. As a pre-teen, I had a love affair with music. I loved the popular songs on the radio. I couldn't get enough of that great music. Eventually, my parents let me buy my first vinyl record, a 45. They were cheap and small! Little did any of us know that was the beginning of a long and still active today, record collecting hobby. I still pursue old record stores and continue to buy and listen to records, both small ones (45s) and albums (33s, aka LPs (Long Plays) or albums).

Read full article [here](#).

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### **Functional Records Classification: Clarification and Effective Usage**

By: David Hopkins, CRM

What is functional records classification? Why did it come about? To what degree should the functional aspect of classification be applied to actual records? And can it work in the real world? This article will seek to answer those questions.

Read full article [here](#).

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### **ICRM Booth – e-Records Conference 2024, Austin, Texas**

By: Vickie Stephens, CRM

Every year the [Texas e-Records Conference](#), sponsored by the Texas State Library and Archives Commission and Texas Department of Information Resources (DIR), bring together Texas state and local government and institutions of higher education for a day full of extraordinary speakers and information professionals. Attendance of state and local employees was approximately 300 with approximately 33 vendors.

Read full article [here](#).

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### **ICRM Scary Mixer Recap**

Thank you to the over 110 of you that participated in our Scary RIM Mixer. It was a very spooky RIM event! We hope you enjoy a [few pictures](#) from the event!

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### **ICRM at ARMA InfoCon Recap**

It was wonderful seeing so many of you at the ICRM Booth and the ICRM/ARMA Joint Reception at the 2024 ARMA InfoCon in Houston, TX. We also enjoyed talking about the ICRM at our Certification Panel. Here are a [few pictures](#) from the event.

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### **Wanted: ICRM Mentors**

The ICRM is always looking for new mentors. If you are interested in becoming a mentor or have any questions, please contact us at [mentor@icrm.org](mailto:mentor@icrm.org).

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### **Join Us in Congratulating Our Newest ICRM Members!**

#### **New CRAs from October & November 2024**

Anuradha Narula, CRA - *Cambridge, Ontario*  
Carmen Lowe, CRA - *Winnipeg, Manitoba*  
Gillian Ratay, CRA - *New London, Virginia*  
Jennifer Ekblad, CRA - *Scottsdale, Arizona*  
Lynette Ragbeer, CRA - *Hutto, Texas*  
Ruth Hurwitz, CRA - *New York, New York*

#### **New CRMs from October & November 2024**

Jennifer Ekblad, CRM - *Scottsdale, Arizona*

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### **Get Involved!**

Do you want to get involved in the ICRM or have an article you would like to contribute? Contact our business office at [admin@icrm.org](mailto:admin@icrm.org).

...And don't forget to connect with us on [X](#), [Facebook](#), and [LinkedIn](#)!

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