

**JUNE
2004**

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PRESIDENT'S CHATTER

By Priscilla Jaronia

Summer is upon us, but sometimes I feel like it is still spring with all the rain we have had. I hope everyone enjoyed our last program year. Our final meeting on May 11 was a tour of the Epic Center and the awards meeting. The tour was very interesting, especially looking at all the artifacts displayed throughout the building. It also sounds like a very interesting place to work with all the emphasis they place on employees.

Elections were held for our upcoming year. Continuing members of the board include me as President; Ruth Breunig, VP-Programs/Professional Development; Tim Hughes, Treasurer/Budget; Ana Aquino-Perez, VP-Seminar; Diane Vultaggio, Past President; and Pam Duane, Library/Historian/Archives along with ICRM/ISG Liaison. New members of the board include Janet Nelson, Secretary, and Lori Ashley, VP-Membership. Please join me in thanking Tracy Christianson and Shirley Fox for their assistance on the board last year! In addition, Rosemary Stark will continue creating our Newsletter and Sarah Schild will continue as our Web master. These two individuals spend a lot of time pulling together information to share with the members. Please join me in thanking them for all their great work!

In July, several of the board members will be attending the Region Leadership Conference in Detroit. Last year was the first year I attended, and I came back with a boatload of information. This year the agenda looks to be even better. The board will have a couple of meetings during the summer months to do some goal-setting for the chapter and begin planning the programs for next year. We already have some good ideas and hope to gain even more from the Leadership Conference. If you have a specific topic you would like more information on, contact Ruth Breunig (or any of the other board members) so that we can add it to our list.

Hope you enjoy your summer and have some fun vacations to talk about when we begin our meetings again in September. Also, remember if you need help with anything or just a question answered, contact any chapter board member or any of your colleagues. I have always found it beneficial to even just bounce ideas off my peers.

ARMA*Adison*

*ARMA*Adison is published monthly from September through June. We welcome all letters, comments, and contributions from members. Send to:

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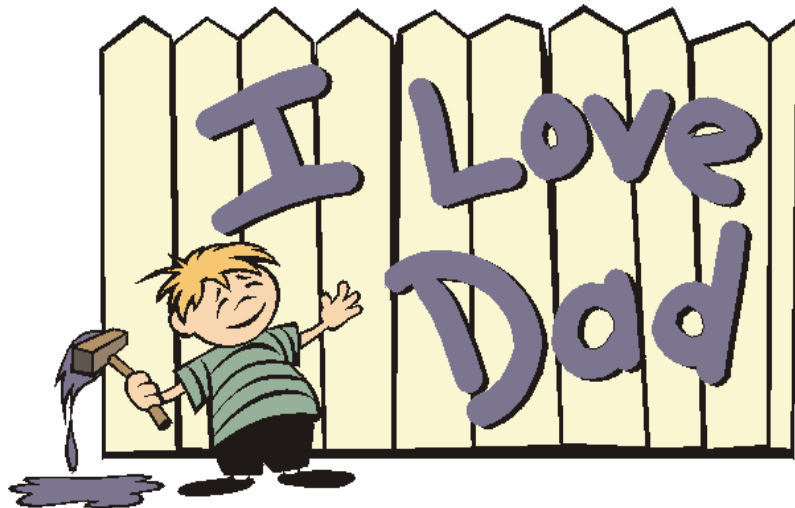
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May Attendees: Ana Aquino-Perez, Tim Hughes, Pat Peirce, Rosemary Stark, Ruth Breunig, Janet Nelson, Diane Vultaggio, Pam Duane, Priscilla Jarona, James Page, Mary Boneck, Charles Poole, Shirley Guimond, Rick Freiwald, and Tracy Christianson.

ARMA MADISON WEB SITE

<http://archives.library.wisc.edu/armad/armad.htm>

Check the ARMA Madison Web site frequently as new information is posted as it becomes available.

The information contained in this newsletter does not necessarily reflect the views of the membership or the editor, nor is there any endorsement of ads, seminars, articles, or commentaries intended. Contributions or gifts to the Association of Records Managers and Administrators, Inc. are not deductible as charitable contributions for U.S. Federal Income Tax purposes.

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FROM ARMA HEADQUARTERSARMA International's Washington Policy Brief

This monthly online advisory contains brief summaries of recent legislative and regulatory issues that may affect the records and information management profession. Further information about the issue is accessed by clicking on the link provided at the end of each summary.

For continually updated information and intelligence about the legislative and regulatory news that affects you and your organization, go to <http://www.arma.org/legislative/uslegreg.cfm>

Google's New E-Mail Service Sparks Privacy Concerns

Search engine Google has announced plans to introduce a free Web-based e-mail service to rival Yahoo! and Microsoft's Hotmail called "Gmail," but privacy watchdogs immediately pounced on it as an Orwellian invasion of privacy. The new service is scheduled to roll out at the end of the year.

Google plans to electronically analyze the contents of all e-mails sent and received by Gmail accounts so that Google can send relevant advertising content along with incoming messages. According to a statement on Google's [Gmail privacy Web site](#), "No humans read ... e-mails to target the ads."

The new e-mail service has a "definite creepiness factor," [Center for Democracy and Technology](#) Associate Director Ari Schwartz told the Associated Press.

Google argues that the scanning of messages and accepting of advertising in e-mails is the cost of receiving a large amount of storage space from Google – far more than is granted by Yahoo! or Hotmail (Gmail is offering 1,000 MB or the equivalent of 500,000 pages of e-mail). In addition to having a built-in spam filter and virus scan, the new Gmail service promises to be free of pop-ups

and banners that infiltrate other free e-mail services and Web sites.

According to BBC News, London-based [Privacy International](#) is so concerned about the new service it has filed a complaint with the [United Kingdom's Information Commissioner](#). The commissioner is responsible for ensuring that privacy and freedom of information codes are enforced in the U.K.

Critics also want Google to drop its plans to retain copies of messages from accounts that have been closed.

"If a person deletes an e-mail, he should be confident that e-mail is actually deleted," [Bits of Freedom](#) founder Maurice Westerling told BBC News.

ADVERTISE WITH US IN THE ARMA MADISON NEWSLETTER

Want more exposure to your chapter members? You can advertise in our chapter newsletter. Annual advertising rates are \$100 for up to a half column ad. This rate is for approximately 10 issues. You may change your ad anytime throughout the year.

Your continued support for the Madison chapter of ARMA International and the profession of records and information management is always appreciated.

Please send a camera-ready artwork copy of your ad and a check payable to ARMA Madison to P.O. Box 8863, Madison, WI 53708-8863. The electronic file of the artwork can be sent directly to the newsletter editor at rosemary.stark@strand.com.

If you have any questions, please contact Priscilla Jarona, President (608-458-3320), or Tim Hughes, Treasurer (608-252-4799).

MARK YOUR CALENDAR

July 16-18, 2004: Great Lakes Leadership Conference, Detroit, Michigan

RECIPES

It's time to think about strawberries. Let's hope the abundant rain and cool temperatures have not damaged the upcoming crop. These recipes make good use of the flavorful local crop.

Striped Fruit Pops

2 cups sliced fresh strawberries
 3/4 cup honey, *divided*
 12 plastic cups or Popsicle molds (3 ounces each)
 6 kiwifruit, peeled and sliced
 12 Popsicle sticks
 1 1/3 cups sliced fresh ripe peaches

In a blender or food processor, place the strawberries and 1/4 cup honey; cover and process until smooth. Pour into cups or molds. Freeze for 30 minutes or until firm. In a blender or food processor, place kiwi and 1/4 cup honey; cover and process until smooth. Pour over frozen strawberry layer, insert Popsicle sticks. Freeze until firm. Repeat with peaches and remaining honey; pour over kiwi layer. Freeze until firm. **Yield:** 1 dozen.

Nutritional Analysis: One ice pop equals 106 calories, trace fat (trace saturated fat), 0 cholesterol, 1 mg sodium, 27 g carbohydrate, 2 g fiber, 1 g protein. **Diabetic Exchange:** 2 fruit.

The following strawberry pie recipe comes from Mrs. Neil Giffy from Dodgeville and appeared in the Wisconsin State Journal. It's a little different, but it sure looks easy!

Strawberry Pie

1 quart ripe strawberries, hulls removed
 Unbaked pie crust (see below)

Filling:

1 cup sugar 1/2 cup sifted flour
 1 cup half-and-half
 1/4 teaspoon vanilla

Place strawberries in unbaked pie crust. If berries are quite large, cut into two or three pieces. In a bowl, combine flour and sugar; then add half-and-half and vanilla. Mix thoroughly and pour over berries. Bake pie for 20 minutes in 400° oven and then turn oven down to 300° and bake for 40 to 50 minutes or until center of pie is firm to touch.

One-crust, mix-in-the-pan crust recipe:

1 1/2 cups flour
 1 1/2 teaspoon sugar
 1 teaspoon salt
 1/2 cup oil
 2 tablespoons cold milk

Mix oil and milk and pour over flour mixture in pie pan. Mix with fork and press with fingers in pan.

Strawberries Romanoff

1 quart fresh strawberries, hulled
 1/2 cup confectioners' sugar
 1 cup whipping cream
 1/4 cup orange juice

Sprinkle strawberries with sugar. Cover and refrigerate 15 to 20 minutes. Just before serving, whip cream until stiff. Gently stir in orange juice. Fold in berries, or serve individually in small bowls topped with the flavored cream.

Yield: 4 to 6 servings.

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Recipes

(Cont. from Page 4)

Strawberry Nut Bread

3 cups unbleached white flour
1 teaspoon baking soda
1/2 teaspoon salt
3 teaspoons cinnamon
2 cups sugar
2 cups sliced fresh strawberries
4 eggs
1 1/4 cups oil
1 cup chopped nuts

Sift dry ingredients together in a large bowl. Make a well in center. In another bowl, beat together strawberries, eggs, and oil. Pour into well. Stir just enough to dampen all ingredients. Quickly stir in nuts. Pour into 2 or 3 well-greased bread pans, filling no more than half full. Bake in preheated 350° oven 45 to 60 minutes or until baked through and a toothpick inserted near the center comes out clean. Cool 20 to 30 minutes before removing from pans. Finish cooling on a rack. Do not slice until bread is completely cold. **Yield:** 2 large or 3 small loaves.

*Fruit Trifle with Dressing*

Dressing:

1 package sugar-free vanilla instant pudding
1 3/4 cups nonfat or 1 percent milk
3/4 cup plain nonfat yogurt
3 teaspoons orange zest (rind)

In a small bowl, combine dry pudding mix and milk. Beat with a rotary beater 1 to 2 minutes until thickened. Fold in yogurt. Add orange zest.

Refrigerate.

Trifle:

6 oranges, peeled, halved lengthwise, and sliced crosswise
3 bananas, sliced (dip in orange juice to prevent browning)
3 cups blueberries, fresh or frozen
2 1/4 cups seedless green grapes
2 1/2 cups halved strawberries, fresh or frozen

In a large bowl or trifle dish, layer the fruits in whatever order you wish. If you use frozen fruit, be sure to drain them well, or wipe on a paper towel. Spoon dressing over fruit portions as they are served. Serves 20.

GREAT QUOTES

Nature gives you the face you have at twenty; it is up to you to merit the face you have at fifty.

Coco Chanel

TOUR OF EPIC SYSTEMS CORPORATION

By Rosemary Stark

The Madison Chapter of ARMA International ended the 2003-2004 year with a tour of the Epic Systems Corporation and a dinner at JT Whitney's Pub and Brewery. Chapter awards were given out at the dinner.

Epic Systems is a vendor of healthcare software that began in 1979 with one and one-half positions making up the company. They currently employ about 1,250 people spread out over 11 buildings in the city of Middleton. They began as a clinical data management service and have progressed to providing the tools to write the software.

Epic is a privately held company providing an integrated suite of ambulatory and inpatient healthcare applications for workstations, handhelds, and the Web. There is one pool of data that everyone feeds into. Their business has survived on word-of-mouth referrals. Epic has about 100 customers that handle 15 percent of the population of the United States. A client survey has put them in **first place nine times**. They have grown 30 percent a year for the last 10 years.

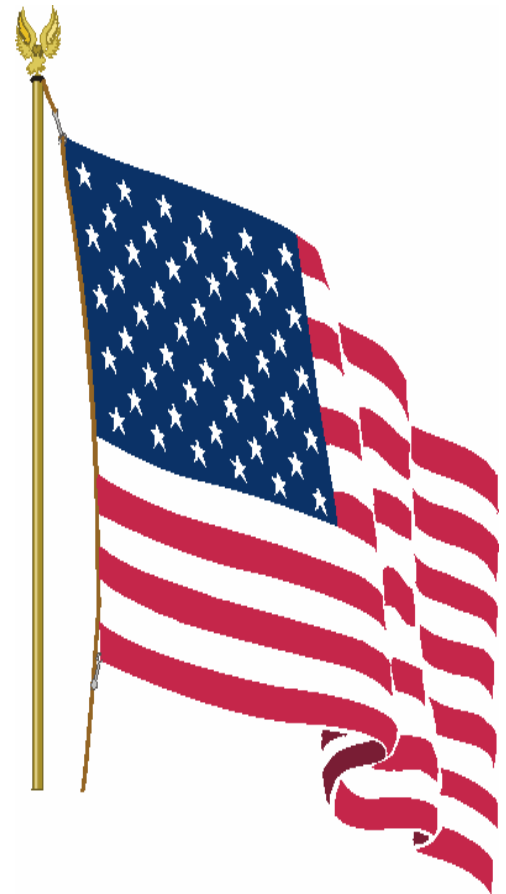
They like to think of themselves as a "garage" company. They like to make new products. This philosophy spills over into the work environment: casual dress, lots of art work, fun and whimsical settings, and offices rather than cubicles (which they feel inhibit the creative process).

Epic Systems will be moving to Verona in 2005 where they have purchased a 300+-acre piece of property. Construction has begun on buildings in a campus-like setting. A treehouse will be provided for "creative purposes."

To make sure new hires fit into the environment, they provide intensive training with 25 classes a week for the first month. Thirty-six postorientation classes follow over the next two to five months.

Though they do not set up retention schedules within their software, they do give their customers guidelines. HIPAA does not apply to them per se but to their customers.

If you have an interest in developing software and are looking for a change, you might look into Epic Systems.



ARMA MADISON WANTS YOU!

Actually, Ruth Breunig, VP-Programs, is looking for some enthusiastic members to assist her with the program lineup for 2004-2005. Ruth would be happy to have you work with her or make suggestions to her for programs/speakers for the coming year. Ruth can be reached by phone (608) 458-4808 or e-mail ruthbreunig@alliantenergy.com She welcomes your input.

2003-2004 AWARD NIGHT

2003-2004 AWARDS

By Priscilla Jarona

May is the annual presentation of pins for significant milestones of membership in ARMA and award of Certificates of Appreciation to members who served on the Board of Directors and in auxiliary positions. The following members received pins and certificates:

MEMBERSHIP PINS

5-Year

John Davidson
Janet Fosdick
Rosemary Stark

10-Year

Jim Page
Carol Pauls

CERTIFICATES OF APPRECIATION

Chapter President: **Priscilla Jarona**
Vice President-Programs: **Ruth Breunig**
Vice President-Membership: **Shirley Fox**
Vice President-Seminars: **Ana Aquino-Perez**
Secretary: **Tracy Christianson**
Treasurer: **Tim Hughes**
Finance Committee Chair: **Pam Duane**
Newsletter Editor: **Rosemary Stark**
Webmaster: **Sarah Schild**
Past President: **Diane Vultaggio**



The 2003-2004 Board members posed for a picture. From left are Tim Hughes, Treasurer; Diane Vultaggio, Past President; Ruth Breunig, VP-Programs; Priscilla Jarona, President; Ana Aquino-Perez, VP-Seminar; and Tracy Christianson, Secretary.



Shirley Guimond was presented the **Rose Award** for assisting Pricilla Jarona with registrations for meetings and the seminar. Tracy Christianson, **Rookie of the Year**, is on the left.

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Diane Vultaggio presents Ana Aquino-Perez with the **President's Choice Award**.



Ruth Breunig received the **Distinguished Service Award**.



Chuck Poole is the recipient of the **Old Faithful Award**.



Diane Vultaggio congratulates Tim Hughes on receiving the **Chapter Member of the Year Award**. He will receive a plaque from ARMA International this fall.

AWARDS

(Cont. from Page 7)

Various awards are given for service to ARMA Madison:

The **Rose Award** is given to a person who serves the chapter wherever needed. This person, even though not a chapter member, has been willing to help unconditionally. Many times people do a fabulous job behind the scenes and no one sees or understands – things just happen! For the last three years, this person has been taking reservations for our monthly chapter meetings. And this year she agreed to help with vendor registrations for the spring seminar. It is with great pleasure to present the Rose award to **Shirley Guimond**. Congratulations, Shirley!

This next person wasn't quite sure what she was getting into when asked to participate on the board but agreed to give it her best shot. The **Rookie of the Year Award** goes to **Tracy Christianson**. When Tracy was asked to fill in for the secretary position, her comment was "I've never done anything like this before. I don't know what to do." She soon discovered that it really didn't mean a lot of work and she did an excellent job! Now she's hanging up her hat and moving on to her new responsibilities at Quarles & Brady as a paralegal. I want to thank Tracy for taking on the secretary position and congratulate her on her new job.

The **President's Choice Award** recognizes an individual who has contributed in a remarkable way. This person is passionate about records management and is always looking for ways to save the chapter money. She has worked very hard the last two years to pull together a seminar that would not only draw attendees but share a learning experience on a topic that affects all of us as records managers. Under her leadership, Ana and her committee arranged for multiple speakers and a convenient location, produced the seminar brochure, provided scholarships for students, and set up a vendor show. Recipient of this year's award

goes to **Ana Aquino-Perez**, our VP-Seminar. Congratulations, Ana!

We have several additional awards to present to individuals who have contributed in some special way.

Pam Duane is an individual who has given her heart and soul to records management. She has been a member of this chapter for over 15 years and actively participated for most of those. Pam is not only active at the local level, but she also serves as Region Director. She's a busy person and is so well-organized that she makes balancing work, life, and ARMA look easy. Pam has served as Finance chair the last three years; serves as our chapter librarian; served on the program and seminar committees this year; and has been active in other capacities in the past at the International level on the Awards committee and with the ISG program. For all she has done, I would like to present Pam with the **Leadership and Service Award**.

We have an individual in the chapter who also does a lot of work behind the scenes. He too, is dedicated to the records management field and helps out with chapter activities whenever he can. In fact, he planned and made arrangements for today's meeting. He's always there when we need him. I am happy to present the **Old Faithful Award** to **Chuck Poole**.

This next certificate of appreciation goes to an individual who also is extremely busy but finds the time to help with chapter activities wherever help is needed. She jumped right in this year to get our programs scheduled. She also volunteered to assist on the seminar planning committee and put forth a great deal of time and effort to coordinate the vendor demos. I personally rely on her a lot and she never tells me no – maybe because I'm her boss. Please join me in thanking **Ruth Breunig** for the **Distinguished Service** she provides our chapter.

(Cont. on Page 10)

Awards

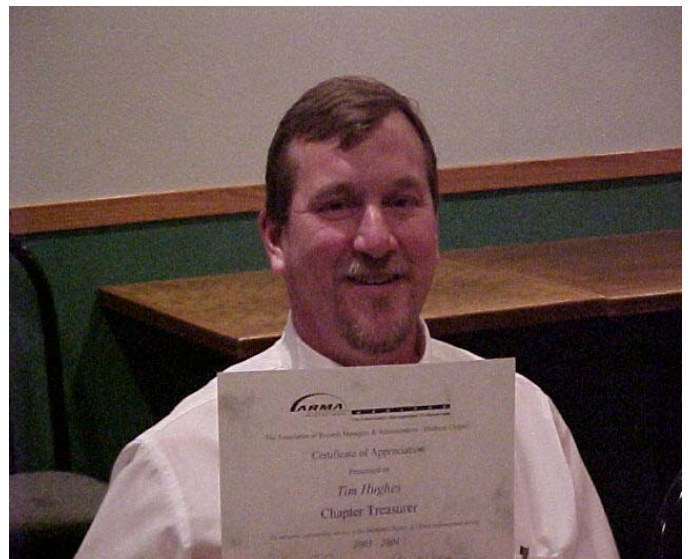
(Cont. from Page 9)

Last, the moment everyone is waiting for. The **Chapter Member of the Year** is a significant award given to a member who has contributed in a significant way to the chapter. When asked to help, this person always accepts. He's never too busy to take on a new task or assist someone who needs help. In fact, last year he was given the **Old Faithful** Award. He has dedicated many hours to ARMA not only to our chapter but also to the Region and International. He willingly took over the Treasurer spot; volunteered and served on both the Program and Seminar committees the last two years; "manned" the registration desk at all program meetings and seminar; served as "Registrar" for the chapter seminar the last two years; coordinated at least two of the program meetings and served as a speaker at one of them; and in addition to all this, serves as the treasurer for the International Education Foundation. I am very pleased and honored to present this certificate to **Tim Hughes**. Tim will be recognized and receive his plaque this fall at the annual conference in Long Beach, California.

I would like to thank everyone for attending tonight's tour and meeting. We will be working on program scheduling for next fall over the summer. If you have something in particular you would like more information on, please let Ruth know. Have a great summer and see you all in the fall.



Priscilla Jaron presents a rose to Rosemary Stark for faithfully reminding Priscilla about her column.



Tim Hughes displays his Certificate of Appreciation for Chapter Treasurer.