

Town of Amherst
Records Management Advisory Board
Meeting Agenda

May 18, 2023

1. Introductory Remarks – *Jim Tammaro*
2. New York State Archives Services to Local Governments
– *Michael Martin, RAO, NYS Archives*
3. Status of the New York State Archives LGRMIF Grant Awards –
Michael Martin, RAO, NYS Archives
4. Plans for new Records Center – *Francina Spoth*
5. Old Business
 - a. The Amherst 2023-2024 LGRMIF Grant Application – *Joanne A Schultz*
 - b. Plans for new RM Procedures Manual – *Jim Tammaro*
 - c. Relocation of the Town Archives to the BNHV Building – *Joanne A. Schultz*
 - d. NYALGRO Conference – June 4-6 – Ithaca – *Joanne A. Schultz*
 - e. Relocation of Police Records at the Records Center
 - f. ????
6. New Business
 - a. Review of Electronic Records Planning - *David Willer*
 - b. Proposed date for next meeting – Thurs., August 24th
 - c. ????
7. Adjournment