



ARMA SWO: Paper to Electronic, Now What?

Monday April 8th, 2019

Wellington County Museum and Archives, Nicholas Keith Room

0536 Wellington Road 18, Aboyne ON

Contact: armaswo@gmail.com

AGENDA

- 8:30 - 9:00 Registration and Light Breakfast
- 9:00 - 10:00 **Archiving Website and Social Media**
Lesley Webb, Information & Privacy Analyst and Charlotte Woodley, Archivist, Region of Waterloo
- 10:00 - 11:00 **Right-Sizing Policies for Electronic Records**
Frank Duffy, Managing Director, Clear Data Consulting Inc.
- 11:00 – 11:30 Break with Optional **Tour of the Wellington County Museum**
- 11:30 - 12:30 **AMO Pilot Project: Municipal Experiences Using Electronics and Digital Signature Solutions**
Nick Ruder, Research Advisor, Association of Municipalities of Ontario (AMO), Donna MacDougall, Clerk, Municipality of Kincardine, Rebecca Whelan, Information Management Coordinator, Dufferin County
- 12:30 - 1:30 Lunch (provided)
- 1:30 - 2:30 **Digital Preservation Systems 101**
Heather Ryckman, Corporate Archivist, The Cooperators
- 2:30 – 3:00 Optional: **Tour of the Wellington County Archives**