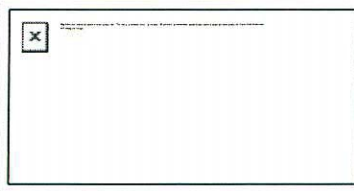


C

Lashway, Lisa

From: NJLM - Municipal Clerks [njlm-clerks@cityconnections.com]  
Sent: Friday, May 08, 2009 3:59 AM  
To: Lashway, Lisa  
Subject: Municipal Clerks - Records Retention Training with NJDARM



## League e-Bulletin

LEAGUE PROFESSIONAL DEVELOPMENT

# COMPUTER TRAINING WORKSHOP

## In cooperation with NJDARM

**NJDARM COMPUTER TRAINING: ARTEMIS  
RECORDS RETENTION AND DISPOSITION MANAGEMENT SYSTEM**

Please circulate this information:

- REGISTERED MUNICIPAL CLERK

NJDARM will launch the ARTEMIS system for the submission of Request and Authorization for Records Disposition in July 2009. Take this opportunity to receive hands-on training on registering with this system, searching retention schedules, creating disposal requests, and accessing management reports all through a Web interface.

The N.J. Division of Local Government Services has approved continuing education units:

RMC	Records and Information Technology	1.5 Contact Hours 1.5 Contact Hours
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**REGISTER NOW - REGISTRATION FEE: Member: \$55.00**

Visit [www.njslom.org](http://www.njslom.org) and Click on Services

- Select Calendar of Events, Go to Date Attending
- Download the Registration Form, Complete and Fax to (609) 695-

0151

Karen E. Venditti, CMP, Program/Meeting Specialist

**LIMITED SEATING AT EACH LOCATION!**

***Thursday, June 11, 2009***

8:30 A.M. - 12:00 p.m.

**The Enterprise Center  
at Burlington County  
College**

3331 Route 38  
Mount Laurel, NJ 08054

***Wednesday, June 17, 2009***

8:30 A.M. - 12:00 p.m.

**The Conference Center  
at Mercer County Community  
College**

1200 Old Trenton Road  
West Windsor, NJ 08550

***Wednesday, June 24, 2009***

8:30 A.M. - 12:00 p.m.

**Bergen Community  
College**

**The Moses Family  
Meeting**

**and Training Center**

400 Paramus Road  
Paramus, NJ 07652

1595

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New Jersey League of Municipalities  
222 West State Street, Trenton, NJ 08608  
609-695-3481

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