

ANNUAL REPORT

July 1, 2019 – June 30, 2020



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Message From The Chairman

To the Information Management Community:

On behalf of the Foundation, I want to extend our best wishes to everyone who has been affected by the COVID-19 pandemic. From IM professions and your families, to grocery store and other essential workers and medical personnel, we thank you all for your service and commitment to keeping our countries operational.

During this pandemic, it is difficult to write this message – my first as the Chairman of the Foundation – but with your help, we continue to help the growth of the IM profession. This year like in years' past, we benefited from over \$20,000 invested in our profession by you and our professional partners. These funds allowed us to award five educational scholarships for current and aspiring IM professionals seeking educational advancement, and three certification reimbursement awards. We also partnered with ARMA International and released a special issue of the *Information Management Magazine*. Your contributions helped us sponsor multiple peer-reviewed papers and research projects for this issue, all of which offered unique insights about IM in different businesses and areas of the profession. If you have not done so already, please check out the special issue on our website.

Internally, we continue to strengthen our leadership sustainability plan. We welcomed several new committee members who have helped us oversee research projects and ensure the highest quality of recipients for each of our scholarships.

We anticipate next year being an important year for the Foundation. In late 2020 or early 2021, we will make a major announcement that will have a major impact for how we will achieve our mission to support the development of the IM profession and its professionals.

On behalf of the Board of Trustees, I thank all of you who have supported the Foundation's mission and generously contribute to its programs. Once again, I would like to especially Access, La ARMA Nostra, ARMA Canada and ARMA International, its Regions, Chapters, and members. The success of the Foundation's research and scholarship programs is due to your commitment.

Please, stay well!

Sincerely,

Donald C. Force

Donald C. Force, Ph.D.
Chairman, Board of Trustees

Vision & Mission

Our **MISSION** is to provide current and relevant resources to information management professionals that allow them to advance the profession.

Our **VISION** is to be recognized as a leading organization for facilitating research, scholarship, and education to advance the information management profession and its professionals.

Strategic Focus & Direction



Scholarships

Provide financial support to satisfy the needs of current and future information professionals.

Provide support research that addresses key issues and practical approaches that enhance the ability of practitioners to address their professional responsibilities.



Research

Scholarships

The Foundation's scholarship and financial support program encourages the development of the information management community's most valuable resources - people. To accomplish this, the Foundation offers funding opportunities for current and aspiring Information Management professionals.

Current supporters of Foundation scholarship & award programs

Individual
Supporters

La ARMA
Nostra

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Education Scholarship

The Foundation provides scholarships supporting students pursuing degrees in information management. Scholarships are awarded to individuals studying at accredited educational institutions on several continents.

La ARMA Nostra

The Foundation administers La ARMA Nostra certification reimbursement program. This program provides reimbursement for information management practitioners working toward, or having recently completed, certifications related to information management, including, but not limited to, the Certified Records Manager (CRM) and Information Governance Professional (IGP) certifications.

This year the Foundation anticipates awarding six (6) \$500 grants, generously funded through La ARMA Nostra.

Scholarship Recipients 2019-2020

\$7,500 USD Awarded

Education Scholarships

\$4,500 total

- **Alyssa Jeffrey** is working toward her Master of Information Studies (bilingual) degree at the University of Ottawa. She received a \$1,500 scholarship sponsored by the National Capital Region (Ottawa) ARMA chapter.
- **Angela Maggiacomo** is pursuing a Master of Information degree with a concentration in Archives and Records Management at the University of Toronto. She received a \$1,500 scholarship.
- **Melissa Kemp** is working on a Masters in Archives and Records Management degree at San Jose State University; she was awarded a \$500 scholarship.
- **Mandy Choie** is pursuing a Master's degree in Library and Information Studies at the University of British Columbia; she received a \$500 scholarship.
- **Trbusic Zeljko** is a Ph.D. candidate in the field of Information and Communication Sciences at the University of Zagreb. He received a \$500 scholarship

This year again brought numerous strong applications from a diverse and international field of candidates, competing for a limited amount of funding. The Foundation is encouraged by the applicants as an illustration that the future of information management is indeed in good hands and will be led by brilliant scholars and professionals.

Certifications

\$1,500 total (\$500 each)

Funded in 2019 by La ARMA Nostra contributors

Applicants to receive La ARMA Nostra's certification reimbursement awards.

- **Olga Kanevskiy**, ARMA Calgary
- **Matthew Kunkle**, ARMA San Antonio
- **Amitabh Srivastav**, ARMA Ottawa

Research

The Foundation's research program recognizes the status of the body of knowledge that informs the information management field, anticipates where it is headed, and determines what it can do to support information management issues, challenges, questions, opportunities, and/or possibilities. The Foundation seeks to support research that addresses key issues and practical approaches that will add to the knowledge base and enhance the ability of practitioners to address their professional responsibilities.

ARMA International Foundation (AIEF) and ARMA International are proud to announce the publication of a special issue of the Information Management Magazine dedicated to innovative research within the fields of RIM and IG. This special edition contains three AIEF-sponsored research reports and two peer-reviewed articles.

The articles and their authors are as follows:

- "Summary – Retention of Accounting Records: A Global Survey of Laws and Regulation," by William Saffady, Ph.D. FAI
- "Summary – Blockchain Technology and Recordkeeping," by Danielle Batista, BARM, MIS; Darra Hofman, JD, MSLS; Alysha Joo, MASLIS; and Victoria Lemieux, Ph.D.
- "Summary – Industry in One: Financial Services," by Anna Lebedeva, IGP, CIPM, PMP
- "AI, Records, and Accountability," by Norman Mooradian, Ph.D.
- "Documentation Theory for Information Governance," by Mark Koscieljew, MLIS, Ph.D.

Research Projects 2019-2020

Retention of Accounting Records: A Global Survey of Laws and Regulations (2019)

by William Saffady, Ph.D, FAI

Project Underwritten by ARMA International Educational Foundation

This report surveys legal requirements for retention of accounting records in 200 countries and territories. Globally, more than 1,000 laws and regulations specify retention periods or have significant implications for retention decisions related to accounting ledgers, financial statements, fiscal audit reports, accounts payable and receivable documents, and other records related to an organization's accounting transactions and financial condition. For each country and territory, the report identifies, summarizes, and cites minimum retention periods mandated by accounting laws and tax laws, as well as applicable statutes of limitations specified in contract laws. The report also identifies legal requirements related to storage locations and formats for retention of accounting records. Links are provided to the full text of cited laws and regulations.

The report is intended for records managers, compliance officers, information governance specialists, attorneys, risk managers, financial officers, and others who need to know how long, where, and in what format accounting records must be kept to comply with legal and regulatory requirements in a given country. It will be particularly useful for companies, not-for-profit organizations, educational and cultural institutions, and other entities that have business operations and maintain accounting records in multiple countries.

Blockchain Technology and Record Keeping (2019)

by Victoria L. Lemieux, Ph.D; Darra Hofman, JD, MSLS; Danielle Batista, BARM, MIS; and Alysha Joo, MASLIS

The Foundation thanks ARMA Canada Region for sponsoring and funding this research project.

The report provides answers to key records management questions about blockchain technology commonly posed by records professionals. Blockchains are an emerging recordkeeping technology producing new forms of records, and new modalities of recordkeeping, with which records and information professionals will need to engage. As blockchain technology is still developing, technical changes as to how it operates can be expected. This report examines the future of recordkeeping in what may be a fluid blockchain world by sharing status and options to the current state of blockchain and record keeping.

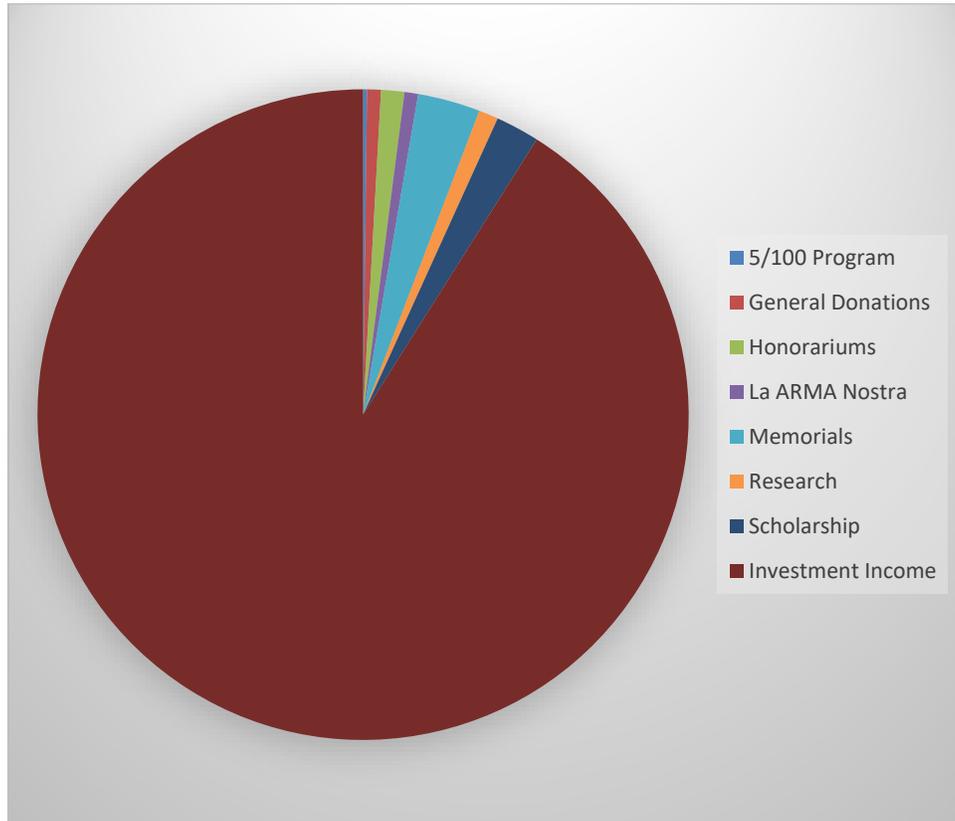
Industry In One: Financial Services (2019)

by Anna Lebedeva, IGP, CIPM, PMP

Project Underwritten by ARMA International Educational Foundation

This research report demonstrates the unique aspects of managing records and information in the U.S. financial services industry and equips readers with the knowledge needed to implement a successful records and information management (RIM) program. The report provides a practical guide for RIM professionals that may be transitioning into financial services from another industry or context for continuing a RIM career in the financial services industry. Managing records and information in financial services is extremely challenging due to intense regulatory scrutiny. Key sections of the report include a history of the financial services industry in the U.S., an industry overview and the major U.S. financial regulations affecting RIM, and highlights the most stringent recordkeeping requirements imposed on broker-dealers. The report also examines U.S. and global regulations impacting financial services firms (including privacy and cybersecurity regulations) and describes other non-regulatory drivers that make the business case for RIM in the financial services sector. The report presents findings from several industry surveys on the risks financial services firms have been facing in recent years and offers several risk mitigation actions RIM professionals can undertake to help their firms reduce the risks and potentially damaging consequences. The report also provides an in-depth overview of electronic communication technologies and how they should be managed to ensure compliance with legal and regulatory requirements. Finally, the report offers a future outlook for the financial services industry and the specific trends RIM professionals should closely monitor since these trends have the potential to make a direct and/or indirect impact on RIM.

Financial Picture



Where does support for the Foundation come from

5/100 Program	\$100
General Donations	\$354
Honorariums	\$595
La ARMA Nostra	\$350
Memorials	\$1,600
Research	\$500
Scholarship	\$1,119
Investment Income	\$46,949
Total	\$51,567

List of Donors

Corporate/Organizational Donors

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ARMA Northern Colorado Chapter
ARMA Nova Chapter
ARMA Oregon Chapter
ARMA Ottawa Chapter
ARMA Triangle Chapter
Utility RIM Group

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