

Make plans now

To attend the annual meeting of ARMA Northeast Region to discuss the state of the region and its chapters and to participate in a workshop presentation titled *Leadership: Developing the Leader's Skill Set*.

Specific objectives to be covered:

- Examine the skills and techniques that are keys for leader success
- Develop skills and approaches for addressing and resolving conflict
- Explore behaviors and interactions that are critical for effective team building
- Explore coaching and mentoring approaches that can be used to enhance motivation and performance

This *Leadership Development* meeting is being held in historic Syracuse, NY and is open to all ARMA members. To attend please complete the registration form on the reverse and mail it with your check to:

ARMA Northeast Region Leadership
c/o Cindi LeMay
51 Pleasant Street
Colchester, CT 06415

For Leadership Information please contact:

Lorraine Anderson
Northeast Region Manager

lander96@aol.com

Phone: 917-756-5901

Hotel Accommodations:

Reservations for this event can be made by calling the Renaissance Syracuse Hotel at (800) 960-5059 or (315) 479-7000. Indicate that you will be attending the ARMA NE Region Leadership Development meeting.

Renaissance Syracuse Hotel

701 East Genesee Street
Syracuse, NY 13210
Phone 315-479-7000 / 800-960-5059
Fax 315-472-2700

ARMA's rate for a single or double room is \$116.00 per night plus tax. Please make hotel reservations as soon as possible. The **deadline date** for making hotel reservations is **Tuesday, May 22, 2007** at the quoted rate.

DIRECTIONS

Driving Directions from Syracuse Airport – 5 miles South

Driving Directions: Take 81S toward Syracuse / Thruway Exit 18 "Harrison / Adams". Bear left at bottom of exit. Continue to Adams Street. Make U-Turn at Adams to Almond. Go through 3 stop lights. The Renaissance Hotel is on the right.

Driving Directions from Rochester Airport – 94 miles East

Driving Directions: Take NYS Thruway East to Exit 36 to route 81S to Exit 18 (Harrison / Adams). Make U-Turn at Adams to Almond. Go through 3 stop lights. The Renaissance Hotel is on the right.



NORTHEAST REGION LEADERSHIP DEVELOPMENT

June 7 - 9, 2007



701 East Genesee Street
Syracuse, New York 13210

You are invited to register and attend the ARMA Northeast Region Leadership Development Meeting June 7 - 9, 2007 at the Renaissance Syracuse Hotel, Syracuse, New York. As chapter leaders this is an opportunity to meet others in the region, to discuss why chapters are important, why RIM professionals should join a local ARMA chapter, as well as many other topics. Come on out and participate.

Syracuse, New York: Greater Syracuse is a nexus for the movement of goods and people along the north-south and east-west axes of many transportation routes in the Northeast. Located in the center of New York on the southern shore of Lake Ontario, the Syracuse Metropolitan Statistical Area (MSA) is a 3,083-square-mile land area composed of four counties Cayuga, Madison, Onondaga and Oswego.

The City of Syracuse, located in Onondaga County, is the region's major metropolitan center. It has been appropriately called the Crossroads of New York State, due to its central location and the fact the State's two major interstate routes, the east-west New York State Thruway (Interstate 90) and north-south Interstate 81, intersect here.

The Greater Syracuse area is a region of rolling hills, flat plains, lakes and streams. The City of Syracuse is located on a rise at the southern end of Onondaga Lake. The gently rolling terrain stretches north of the city for 30 miles, where it meets Lake Ontario. The Finger Lakes begin 20 miles to the southwest and Oneida Lake is eight miles northeast.



Leadership Workshop: Developing the Leader's Skill Set

This workshop will address some of the behavioral skills that are important for contemporary leaders. Special attention will be given to the skills that differentiate successful leaders from less successful leaders.

Facilitator: Thomas Bower, President of Bower Communications, is an executive coach, facilitator and management consultant for businesses and individuals. Along with Dr Chuck Stoner, Tom Bower is co-facilitator at Bradley University's Executive Development Center in areas of personal development and leadership.

AGENDA

Thursday, June 7

Leadership Check-in
6:30 p.m. – 8:00 p.m.
Welcome Reception and Registration

Friday, June 8

7:30 a.m. – 8:45 a.m.
Registration & Breakfast
8:45 a.m. – 5:00 p.m.
Region and Chapter Reports
AIEF Update
ARMA and Your Chapter: Resources for Success
ARMA Board: Information You Can Use
6:00 p.m. – 7:30 p.m.
Group Dinner
8:00 p.m. – 10:00 p.m.
Syracuse Stage Event

Saturday, June 9

7:30 a.m. – 8:30 a.m.
Registration & Breakfast
8:30 a.m. – 3:00 p.m.
Keynote Speaker: Thomas F Bower
Topic: Leadership: Developing the Leader's Skill Set
Award Presentation and Wrap-Up

ARMA Northeast Region Leadership Meeting
REGISTRATION FORM

Please print clearly or type (one form per registrant)

Last Name First Name MI Suffix

Nickname (for badge) ARMA Member #

Job Title

Organization

Street Address or P.O. Box #

City State Zip

Phone Fax

E-mail

Registration form must be returned with full payment made payable to ARMA Northeast Region.

Full Registration Regular
Member \$ 50.00

Registration includes Friday group dinner and Syracuse Stage Event. Please confirm your attendance:

- Dinner & Syracuse Stage Event
- Dinner Only
- Syracuse Stage Event Only

Return registration form with payment to:

ARMA Northeast Region Leadership
c/o Cindi LeMay
51 Pleasant Street
Colchester, CT 06415