



SPRING MEETING 2004 – WORKSHOPS

SRMA proudly offers two workshops in conjunction with our Annual Spring Meeting and Conference. Please join us on Thursday, June 3, 2004 for two exciting and informative workshops at the University of Wyoming's American Heritage Center (AHC) in Laramie.

Office Dynamics and Cohesion

- Presenter: Larry White, Consultant, Designed Solutions
Time: 10:30 am to noon
Location: Stock Grower's Room
Fee: Free thanks to a grant provided by the Wyoming State Historic Records Advisory Board (SHRAB)
Registration: Pre-registration appreciated

Larry White worked for over 25 years in the areas of strategic planning, team development, change management, quality improvement, process re-engineering, executive and personal coaching, and alternative dispute resolution. Upon retiring from Federal Service, Mr. White started a business, Designed Solutions, to provide employers with a multi-tiered approach to team and organizational development.

Mr. White will discuss how to deal with workplace conflict, methods of bringing employees together (such as teambuilding), and ways to identify issues that cause conflict in the work environment. Because it is a time-consuming event, Mr. White will not actually administer the Myers-Briggs personality evaluation test to participants, but he will offer information about the test and its purpose.

Caring for Rare Books

- Presenter: Anne Marie Lane, Curator of Rare Books, University of Wyoming
Time: 1:30 pm to 4 pm
Location: Toppan Rare Books Library
Fee: Member \$25.00, Non-member \$35.00
Registration: Limited to 28 participants, pre-registration *required*

Anne Marie Lane began work at the Toppan Rare Books library in 1994. Aside from her Master of Library Science and Art History degrees, Ms. Lane gains valuable new skills related to rare books through continuing education classes, such as five-day courses at the Rare Books School of the University of Virginia. Ms. Lane served as acting chair in 2003 of the Curators and Conservators Discussion Group of Rare Books and Manuscripts Section of the American Library Association.

Using materials from the Toppan collection, Ms. Lane will provide information about handling and caring for rare books in an archival collection. She will focus on books created in the 19th and 20th centuries, methods to identify and establish value, and things one should and should not do with rare books. Participants will receive an informational booklet.

For more information about the workshops or conference and directions to the AHC, please visit the SRMA website: <http://ahc.uwyo.edu/srma/meetings/2004spring.htm>.



SPRING MEETING 2004 – WORKSHOPS

Office Dynamics and Cohesion Caring for Rare Books

Thursday, June 3, 2004

American Heritage Center, University of Wyoming
2111 Willett Drive (Centennial Complex)
Laramie, WY 82071-3924

See the reverse side of this sheet for details about the sessions and presenters.

Lunch is NOT provided as part of the cost of registration. SRMA suggests that participants look over the list of local restaurants and accommodations available on the Laramie Chamber of Commerce website: <http://www.laramie.org/listings.html>.

The deadline for workshop registration is **May 20, 2004**. Sign-in begins 20 minutes before the workshop starts (10:10 am for Office Dynamics and Cohesion and 1:10 pm for Caring for Rare Books).

Participants are not required to attend both workshops.

If you have any special needs or have any questions about the workshops, please contact
Program Chair Nancy Freeman:
Phone - (970) 266-6023; E-mail - nancy.a.freeman@aphis.usda.gov

WORKSHOP REGISTRATION FORM Thursday, June 3, 2004

Name: _____
Institution: _____
Address: _____
City/State/Zip: _____
Phone: _____ **Email:** _____

Office Dynamics and Cohesion Workshop

Pre-registration Appreciated - Planning to attend? YES _____ NO _____

Caring for Rare Books Workshop

SRMA Member \$25.00 _____ Non-member \$35.00 _____

SRMA taxpayer identification number – 98-1138500

Please return this form and your payment to: Nancy Freeman - National Wildlife Research Center
4101 LaPorte Ave. Fort Collins, CO 80521