

Standards Committee Correspondence

Committee, AIIM C10 Quality and Micrographics

Document No. C10/2006-002

Re: Meeting Invitation

R. Breslawski

Date: April 14, 2006

TO: AIIM C10 Committee Members

Phone: 585-477-6771

Email: Robert.Breslawski@kodak.com

Meeting Announcement: The AIIM C10 Quality and Micrographics Committee will hold its next meeting on Tuesday, May 16, 2005 from 1:00 p.m. to 3:00 PM at the annual AIIM Conference and Exposition. The meeting will be held at the Philadelphia Convention Center, Philadelphia PA. Also, please note that the Digital Image Quality and Preservation meeting follows immediately after at the same location.

Please verify plans to attend by email.

Draft Agenda

- Welcome and introductions
- Changes and Approval of Agenda (C10/2006-002)
- Approval of Draft Meeting Notes for May 2005 meeting. (C10/2006-001)
- C 10 Annual Report (C10/2006-003)

C 10 Activities and document(s) status:

- Adoption of NISO standards
 - **Already included in AIIM/ANSI standards.**
- Review of technical Corrigendum for ISO 11962 Image Mark Standard

Status of documents from previous actions:

- Status of MS 23 (C10/2003-003) - Has been published.
- ANSI/AIIM TR 4 – Silver Recovery Practices
- Status of AIIM/ANSI TR 13 - Preservation of Microforms in an Active Environment - Guidelines
 - Transfer to C 18?
- ISO Adoption
 - MS 15 2000 Dimensions and Operational Constraints for Single-Core Cartridge for 16mm Processed Microfilm - Adoption of ISO 7761 2005. (11 yes to withdraw and adopt, no negatives, no abstentions).
- Other Review items
 - Future State of Micrographics Standards within ISO and AIIM

- Current Membership
- Old Business
- New Business

Please indicate your plans to attend this meeting. Please reply via email (preferred), or mailing address:

Email: <mailto:Robert.breslawski@kodak.com>

Robert Breslawski
Eastman Kodak Company
1700 Dewey Ave.
Rochester, NY 14650-1930

___ I am interested in being/remaining a member of this committee. I will attend this meeting.

___ I am interested in being a member of this committee but can't attend this meeting.

___ I am not interested in being a member of this committee, remove me from the mailing list.

Name: _____

Company: _____

Address: _____

Email Address: _____

NOTE: All documents have been distributed to the committee or are posted to the website. Betsy will not be providing printed copies at the meeting. If you are short a document, please email me and I will send or post to the listserv. Thanks.