

Standards Committee Correspondence

Document No. C-24 2005-001

Committee: Electronic Imaging

TO: AIIM C-24 Committee Members

Rick Laxman

Date: April 25, 2005

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Email: laxmanrj@ldschurch.org

Re: C-24 Meeting Announcement

The AIIM C-24 Committee meeting will be held on **Wednesday, May 18, 2005 from 9:30 AM to 12:00 Noon** at the annual AIIM Conference and Exposition. The meeting will be held in Room 104B at the Philadelphia Convention Center, Philadelphia PA. Please confirm your plans to attend or participate on the committee.

We will be discussing the creation of an electronic version of MS-23. Please reply with additional items for the agenda.

DRAFT AGENDA

2005 AIIM Conference

May 18, 2005

9:30 A.M. – 12:00 P.M. (EST)

Pennsylvania Convention Center

Philadelphia, PA, USA

Room 104B

Conference Call Information

Dial: 888-742-8686 or 303-928-2600

Conference ID: 5291291

Opening of Meeting – Rick Laxman

1. Introductions
2. Approval of Agenda
3. Review and approval of last years meeting notes (C-24 2004-002)
4. MS123
 - a. Purpose
 - b. Table of Contents—discussion of document contents
 - c. Volunteers/Assignments to write sections
 - d. Discussion on Section 4: System Design Considerations
5. New items, projects, or other discussion topics?
6. Future meetings?

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

Email: [mailto: laxmanrj@ldschurch.org](mailto:laxmanrj@ldschurch.org)

Rick Laxman

LDS Church

Family & Church History 2T

50 E. North Temple St.

Salt Lake City, UT 84150

___ 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: _____