

ANNUAL REPORT

July 2017 - June 2018

**2017
2018**



Photo courtesy of The Strong, Rochester, New York

Welcome to the ArchivesSpace Annual Report.

It is my honor to serve as the second chair of the ArchivesSpace Governance Board.

In June 2018, Carol Mandel stepped down as Dean of the Division of Libraries at New York University. Carol had represented New York University as a founding partner on the ArchivesSpace Governance Board and served as the Board Chair since the program's inception in 2013.

Carol's vision, dedication and tenacity have been inspiring and crucial to the creation and continued improvement of the infrastructure that supports the ArchivesSpace community. Carol was instrumental in creating the membership and governance models, recruiting colleagues to be charter members, and selecting LYRASIS as the organizational home for ArchivesSpace. She has been a tireless advocate for ArchivesSpace as an application, a community, and an opportunity to improve management of and access to archives and special collections throughout the world. It is my honor to follow her.

I have served on the ArchivesSpace Governance Board representing founding partner University of Illinois at Urbana-Champaign since 2013 and I have been gratified to see how the program has grown in that time. It has been a pleasure to watch the software continue to develop but even more impressive has been the continued dedication and commitment of members. Your time, skills and passion for this program are fundamental to its success.

Last year, we issued our first annual report to update the ArchivesSpace community about the many milestones and areas of progress over the past year and highlight opportunities for further participation. As we continue this new tradition, we also continue to seek ways to engage community members, foster interaction and increase transparency. Thank you for all you do with us to make ArchivesSpace possible and to flourish.

Respectfully,



John Wilkin

Chair, ArchivesSpace Governance Board
Dean of Libraries and University Librarian,
University of Illinois at Urbana-Champaign

Table of Contents

4 Moving the Application Forward

- Development in the Coming Year

7 Members are the Key

8 Engaging Our Community

- Events/Conference Participation
- Regional Forums
- Activities in the Coming Year
- On-Site Training

14 Building Sustainability Through Governance

- Governance Board
- Technical Advisory Council and Users Advisory Council

18 Collaborating to Open Up Possibilities

19 Program Team

20 Organizational Home

21 Investing in Our Future

22 Appreciation



Photo courtesy of Industrial Archives & Library



ArchivesSpace break-out discussion session at Code4Lib, February 2018.

Moving the Application Forward and Building a Strong Developer Community

We continued to make strong progress in enhancing and strengthening the application. We added or improved functionality in many different areas, including adding an assessment module and an EAD3 exporter, updating the migration tools for Archon and Archivists' Toolkit, improving OAI-PMH harvesting tools and exports, and taking initial steps in expanding the agents module based on the community-authored specification. The completely revamped public user interface was released in July and improved with various updates throughout the year. We refactored the code, making upgrades to automated tests and gems, rebuilt the technical documentation, and began work on the indexer.

This year we issued 4 major releases and 7 minor releases. Releases and release notes are available at:

<https://github.com/archivesspace/archivesspace/releases>.

This Year

- 4,882 total downloads
- 433 JIRA tickets resolved

The software was enriched by significant contributions by some of our institutional members. We are very grateful to Tufts University for sponsoring the development of the assessment module and to Duke University and North Carolina State University for collaborating on development for initial EAD3 support.

A large-scale community effort to evaluate the staff interface of the application began in June 2017. Led by Lydia Tang of Michigan State University with a team of participants from over 30-member institutions, the group went comprehensively through JIRA tickets and analyzed the functionality of the current staff interface. The group also gathered feedback from the overall community on their needs for the staff interface. The group submitted wide-ranging recommendations in December 2017. The program team evaluated the recommendations and developed a plan for implementing them. As a first, crucial step, we contracted with user experience and design firm Cherry Hill Company to produce a series of wireframes and a design guide based on these recommendations that will serve as the development blueprints for the interface as this work is brought to life.

We continue to give particular focus to expanding our developer community, knowing that identifying and encouraging a wider pool of developers helps us make the application more sustainable. We were especially pleased to work with LibraryHost, developers on the staff at LYRASIS, and a growing number of community developers in the past year, many for the first time. This year saw 1,073 code commits from 29 different contributors.

Code Committers

Alex Duryee	James Bullen
Alyx Rossetti	knjko
Austin T Schaffer	Laney McGlohon
Blake Carver	Lora Woodford
Bobbi Fox	Manny Rodriguez
Brad Spry	Mark Cooper
Brian Harrington	Mark Custer
Brother Paul	Mark Triggs
Chris Fitzpatrick	Matt Patterson
Chris Tanguay	Payten Giles
Christian von Kleist	Steve Majewski
Christine Di Bella	Tim DiLauro
Curtis Poston	Trevor Thornton
Dallas Pillen	uetuluk
Dave Mayo	



ArchivesSpace Plugins workshop at Code4Lib, February 2018.

Under the leadership of our Technical Lead Laney McGlohon, we continued to make progress in encouraging and supporting community code contributions. Starting with release v2.3.0, members of our Core Committers group are now responsible for reviewing all pull requests and the group also facilitates code contributions from developers outside the group. The group also contributed to improving processes and policies to support their work, including documenting the process for evaluating pull requests and providing comments on a process to evaluate feature contributions to the core code.

As participation in development is increasingly coming from many different sources, we decided to step back and analyze our development workflows in order to meet our growing needs. As a result, we initiated a new internal development planning process on April 1. The cornerstone of the new process is a quarterly development cycle centered around a particular theme. The goal of this new workflow is to have a more predictable, structured way of organizing our development and managing the different development streams, as well as to help developers build confidence and mastery with different parts of the code base and work together more collaboratively. The theme for the cycle coinciding with the last quarter of 2017-2018 was “search, indexing, and infrastructure.” The theme for the first quarter of 2018-2019 will be “accessibility and the search interface.”

We were pleased to continue to update and improve the Technology and Development Roadmap (<https://archivespace.atlassian.net/wiki/display/ADC/Road+Map>) to help the community know what to expect in terms of future development work and aid in planning for upcoming releases and upgrades. We implemented a revised format that enables us to present different views geared towards the needs of different stakeholders.

The program team and council members participated in a number of conversations around integrations and cooperation with other applications, including ePADD, CollectionSpace, and Archive-It. Previous integrations undertaken by community members around Archivematica (Artefactual), Islandora (LYRASIS), and Aeon (Atlas Systems) continued to mature and grow.

Development in the Coming Year

We expect development to continue at a vigorous pace in line with community expectations and financial support. We will continue to implement processes that encourage community code contributions.

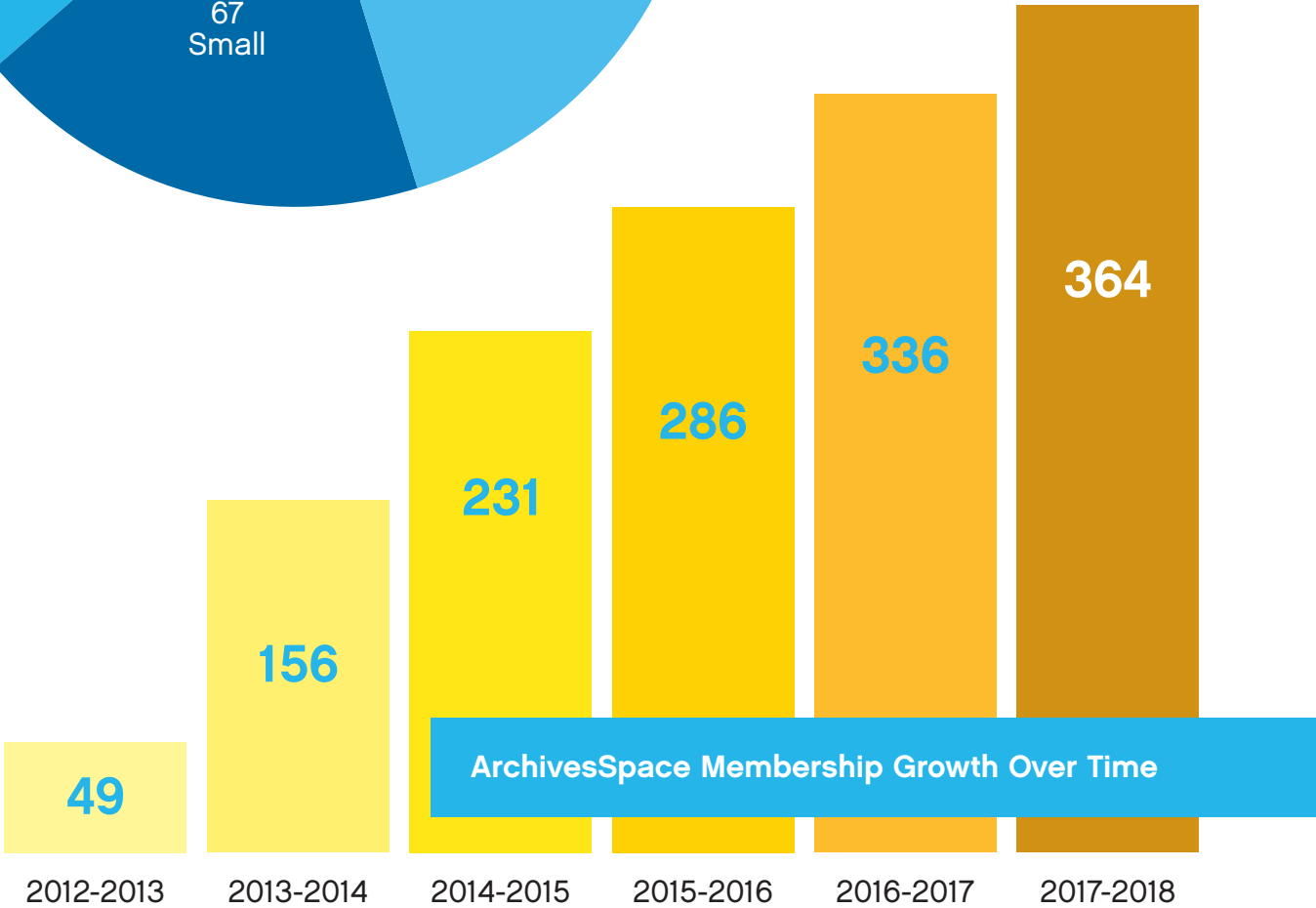
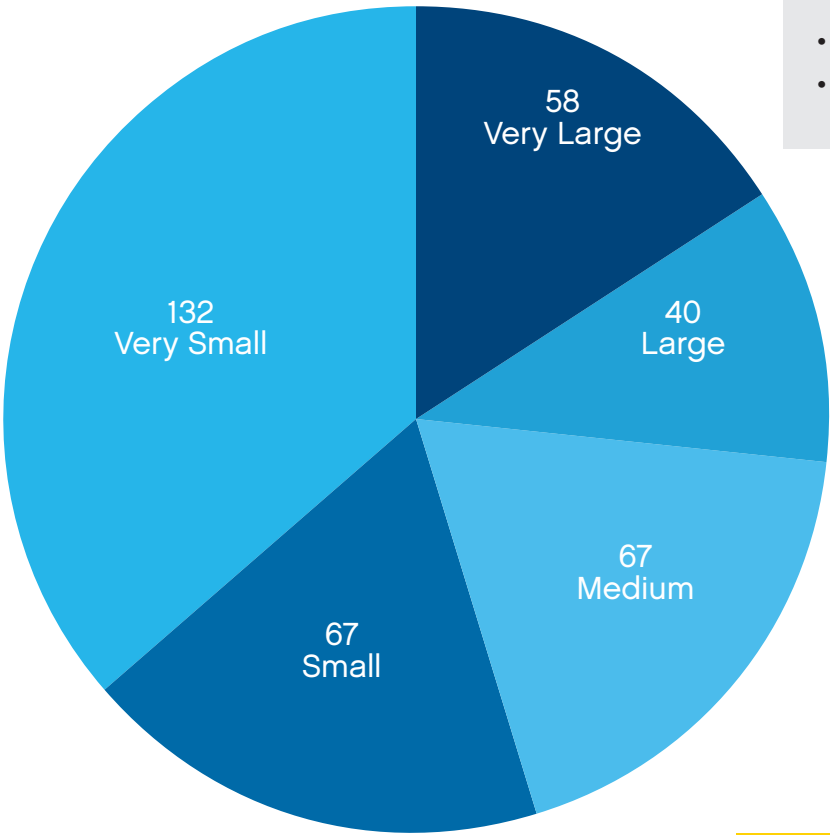
Functionality Coming in 2018-2019

- Improved reports including custom reporting capability
- Enhanced search functionality
- More agents module enhancements
- Further implementation of design and functionality recommendations for the staff interface, with a particular focus on accessibility improvements
- External authority database integration including SNAC, AAF and VIAF
- Improvements to the data dictionary
- Infrastructure upgrades

Members are the Key

The ArchivesSpace community continued to grow this year. As of June 30, 2018, there were:

- 364 General members
 - 51 new members this year
- 58 Very Large, 40 Large, 67 Medium, 67 Small, 132 Very Small
- 19 Educational Program members
- 3 Registered Service Providers



Engaging Our Community

As our community grows, the need for community engagement grows as well, and we were excited to place renewed emphasis on this area with a greatly expanded program of offerings this year. In addition to issuing our first annual report we were also very proud to initiate several new engagement activities.

Topical webinars demonstrating different aspects of ArchivesSpace or highlighting ArchivesSpace projects in individual institutions. Webinars are offered live and the recordings are posted to our YouTube channel (another new offering). Topics have included:

ArchivesSpace PUI Overview and Implementation Strategies, October 2017

- Mark Custer (Yale University), Susan Pyzynski (Harvard University), Annie Benefiel (Grand Valley State University), Leigh Rupinski (Grand Valley State University)

Unit Testing and the Testing Sub-Team: Varying Approaches to Testing ArchivesSpace Pre-Releases, December 2017

- Miloche Kottman (University of Kansas), Alex Duryee (New York Public Library)

New Technology and Development Roadmap, January 2018

- Christine Di Bella (ArchivesSpace)

Assessments Module, March 2018

- Dan Santamaria (Tufts University), Adrienne Pruitt (Tufts University), Christie Peterson (Smith College)

A Bug's Life: From JIRA to Fix, April 2018

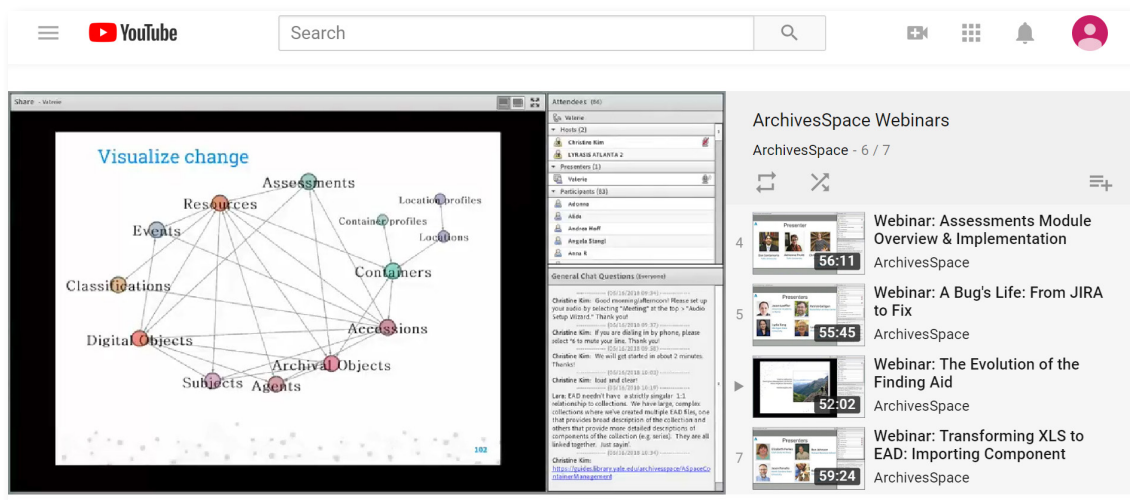
- Jason Loeffler (American Academy in Rome), Lydia Tang (Michigan State University), Patrick Galligan (Rockefeller Archive Center), Laney McGlohon (ArchivesSpace)

The Evolution of the Finding Aid: From Document to Data, May 2018

- Valerie Addonizio (Johns Hopkins University)

Transforming Excel Spreadsheets to EAD: Importing Component Hierarchies, June 2018

- Elizabeth Perkes (Utah State Archives), Jason Ronallo (North Carolina State University), Ben Johnson (Harvard Business School), Kelly Spring (East Carolina University)



Quarterly Community Zoom Open Calls

Quarterly community Zoom open calls were established to hear updates from each other and encourage group discussion. These are intended as a space to surface news, ideas and challenges. Up to 50 members have participated in each call.

- November 2017
- February 2018
- May 2018

A new blog series highlighting the many moving parts within our community and featuring how we work towards our common goals. Blog entries include:

All About Community: Introducing a New Blog Series:

All About Community, October 2017

- contributed by Christine Kim

All About Community: Who's Using the ArchivesSpace PUI, November 2017

- contributed by Mark Custer, Yale University

User Insights: Using and Testing the ArchivesSpace PUI, December 2017

- contributed by Annie Benefiel, Grand Valley State University

User Insights: Transitioning to ArchivesSpace; The Good, the Bad, and the Ugly, January 2018

- contributed by Amber J. D'Ambrosio, Willamette University

All About Community: Staff Interface Enhancement Working Group, January 2018

- contributed by Lydia Tang, Michigan State University

All About Community: ArchivesSpace Technical Advisory Council, February 2018

- contributed by Max Eckard, University of Michigan

All About Community: Core Committers Group Highlights, March 2018

- contributed by Laney McGlohon, ArchivesSpace

All About Community: Integrations sub-team, April 2018

- contributed by Patrick Galligan, Rockefeller Archive Center

User Insights: Organizing an ArchivesSpace Training for Smaller Institutions, May 2018

- contributed by Adrienne Harling, San Francisco Symphony

All About Community: Technical Documentation sub-team, May 2018

- contributed by Scott Hanrath, University of Kansas

All About Community: Awesome ArchivesSpace Ad Hoc Working Group, June 2018

- contributed by Maggie Hughes, UCLA

All About Community

is a blog series highlighting the many teams and groups that contribute to the growth and development of ArchivesSpace. This series aims to demonstrate how our diverse community shapes the future of ArchivesSpace and the variety of ways in which community members can get involved.

User Insights

is a blog series featuring a variety of perspectives and experiences of ArchivesSpace users to enrich our entire community through shared stories, strategies, and lessons learned. This series amplifies the unique experiences of archivists, librarians, information technologists, developers, and so many other contributors using ArchivesSpace.

Events/Conference Participation

We don't just work with the archival community – we're part of the archival community. We continue to maintain a presence at a number of professional conferences, foremost among them the Society of American Archivists annual meeting, which is also the site for our annual Member Forum.

Annual Member Forum in Portland

- Held at Portland State University, July 25, 2017
- 110+ attendees represented more than 75-member organizations
- Provided 2 half day workshops plus breakouts, lightning rounds and traditional sessions featuring more than 20 speakers

SAA (Society of American Archivists) 2017 Conference

- Several hundred SAA attendees visited the ArchivesSpace booth
- Christine gave an update at the Collection Management Tools Section
- Kim presented on a lightning round session titled "Building Better Bridges: Strategies and Best Practices for Engaging Archival Communities" with representatives from member institutions Stanford University and University of Louisville, among others

Conference exhibits and staff presentations

- Society of Georgia Archivists, Brasstown Valley, Georgia, November
- Code4Lib in Washington DC, February
 - Core committers break out session
- Midwest Archives Conference, Chicago, March
- New England Archivists-New York Archivists Roundtable, New Haven, Connecticut, March
- Mid-Atlantic Regional Archivists Conference in Hershey, Pennsylvania, April



ArchivesSpace Member Forum at Portland State University, July 2017.

Regional Forums

We inaugurated a series of regional member forums to provide an opportunity for members to engage face to face beyond the annual member forum. The regional forums enable members within a particular geographical area to connect and engage with each other around their use of ArchivesSpace. Having a locally based program committee and host organization empowers local members to determine the content and format that they want and which best suits their needs.

The first regional forum was held in Boston at Tufts University on May 3 with over 60 participants in attendance. The second was hosted by University of California, Irvine, on June 28 with over 50 members participating. We appreciate Atlas Systems, the Boston Library Consortium, LYRASIS, Tufts University, and the University of California, Irvine for their generosity in hosting, staffing and sponsorship of these regional forums.

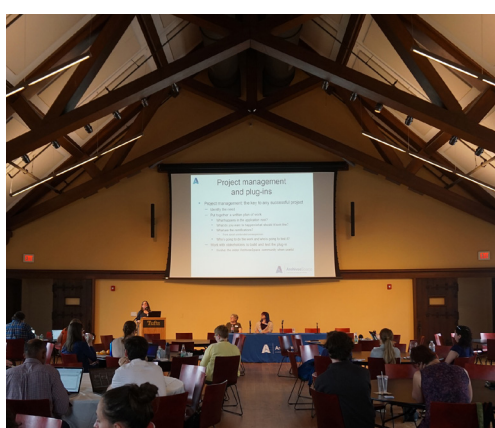
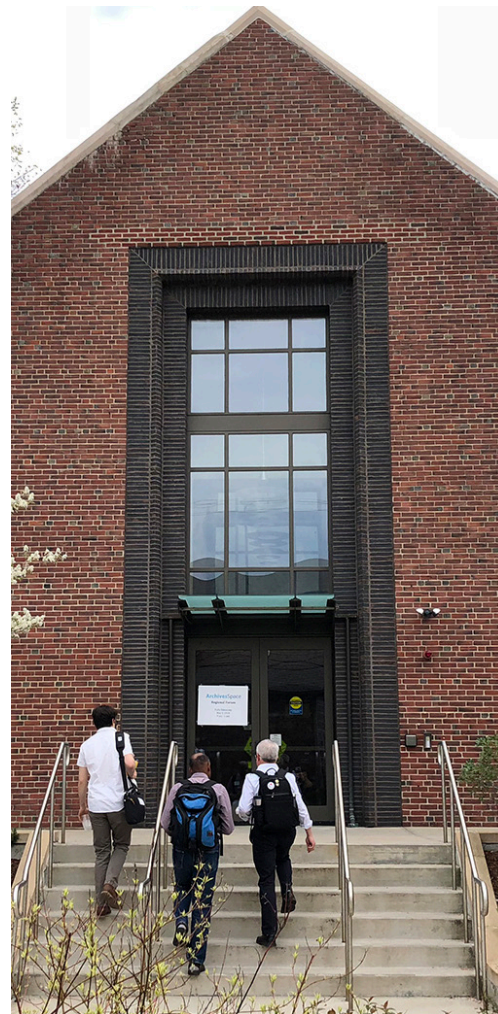


Members engage in break-out discussion sessions during the Boston Regional Forum, May 2018.

Activities in the Coming Year

We are excited to continue the focus on community engagement in the coming year. The 4th annual ArchivesSpace Member Forum will be held August 14, at the Josephine Butler Parks Center in Washington, DC, in conjunction with SAA 2018. We will also continue our full complement of online activities with open calls, blog posts, and topical webinars, beginning with a webinar on reports in July 2018.

Interest in regional forums has been very strong. We are looking to bring our regional forums to new areas such as Kansas City, Denver, and the Southeastern U.S. As a way to facilitate even more local forums, we are also working on ways to enable those interested in hosting regional forums to manage them on their own – a potential “forum in a box” toolkit.





Workshop at Cal State University, San Marcos, December 2018.

Training is an essential component to bringing the ArchivesSpace community together to build a network of knowledgeable users who can support each other. Our community-based trainers worked with us to fulfill the need for new topics and greater flexibility with previously offered trainings.

On-Site Training

- **December 2017** - San Marcos, CA – California State University, San Marcos
Instructors: Nancy Enneking, Brad Westbrook, Christine Kim
- **January 2018** - San Francisco, CA - San Francisco Public Library
Instructors: Nancy Enneking, Kelly Spring
- **February 2018** - Philadelphia, PA – American Philosophical Society
Instructor: Mark Custer
- **February 2018** - Washington, DC – Code4Lib
Instructors: Lora Woodford, Laney McGlohon
- **March 2018** - Medford, MA – Tufts University
Instructors: Lora Woodford, Valerie Addonizio
- **April 2018** - Washington, DC – Georgetown University
Instructors: Noah Huffman, Valerie Addonizio
- **May 2018** - Cheyenne, WY – Wyoming State Archives
Instructors: Miloche Kottman, Laura Uglean Jackson
- **May 2018** - New Haven, CT – Yale University
Instructors: Lora Woodford, Valerie Addonizio
- **May 2018** - Medford, MA – Boston Regional Forum
Instructors: Laney McGlohon, Lora Woodford, Christine Di Bella
- **June 2018** - East Lansing, MI - Michigan State University
Instructor: Brad Westbrook
- **June 2018** - Cambridge, UK – University of Cambridge
Instructors: Nancy Enneking, Christine Kim
- **June 2018** - Irvine, CA – SoCal Regional Forum
Instructor: Nancy Enneking

Building Sustainability Through Governance

The ArchivesSpace governance model is built on the principles of maintaining a high level of community engagement and fostering an active and responsive development community. It is designed to provide opportunities for all levels of membership to participate in and provide guidance for the development of the ArchivesSpace application over time.

The three main groups are the Governance Board, Technical Advisory Council (TAC) and User Advisory Council (UAC). These groups provide essential community engagement and members commit to volunteering their time and expertise toward developing the ArchivesSpace community and software.

Governance Board

Governance Board activities this year included work to update and issue the foundational documents in light of our now well-established program and governance. The documents include the ArchivesSpace mission, guiding principles, bylaws, and partner agreements. We also signed a new organizational home agreement with LYRASIS.

Meet the Governance Board Members

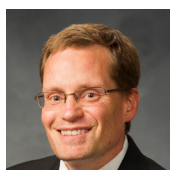
The members who served on the Governance Board during this year are:



Carol Mandel (Chair)
New York University



Peter Carini
Dartmouth College



Gordon Daines
Brigham Young University



Heather Heckman
Pennsylvania State Archives



Robert Miller
LYRASIS



Erik Mitchell
University of California
San Diego



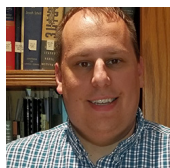
Gregor Trinkaus-Randall
Massachusetts Board
of Library Commissioners
(ex-officio)



John P. Wilkin
University of Illinois at Urbana-
Champaign



Audra Eagle Yun
University of California
Irvine



Nicholas Zmijewski
Industrial Archives and Library

Note: Tammy Dearie represented UCSD during part of this year. Bill Mischo served for John P. Wilkin for a portion of the year.

Technical Advisory Council (TAC) and Users Advisory Council (UAC)

Council members participate in a wide range of activities that support the software and the community. Regular activities include:

- receiving, suggesting, and evaluating ideas for software enhancements and priorities
- identifying integration points with other systems
- providing guidance to users on existing migration pathways and identifying new pathways as needed
- providing ongoing updates to the technical and user documentation
- conducting user testing of the application prior to releases and ongoing usability studies as needed
- liaising with national and regional archives communities including SAA, ALA, AAM, AASLH, and other relevant professional groups
- participating in writing and reviewing functional specifications
- advising the Governance Board and the program team on the design and delivery of services

Some of this year's highlights include:

- The Development Prioritization sub-team took a more active role in assessing new feature and core code contributions
- Finalized resources on **Why Integrate with ArchivesSpace** and **How to Integrate with ArchivesSpace**, adding them to the public wiki alongside existing resources on **What are Integrations?** and existing Integrations
- Gave a presentation on **Integrations with Other Applications** at the ArchivesSpace Members Forum 2017, and facilitated a focus group
- Revised the current **ArchivesSpace User Manual**
- Created Ad Hoc working groups on improving API documentation and creating an **Awesome ArchiveSpace** list
- Worked with the ArchivesSpace Technical Lead on a **data dictionary** and crosswalks
- Created a **Vice-Chair** role for the Councils to support day-to-day operation and smoother transitions
- Authored a number of blog posts as part of the **All About Community** series on the TAC as a whole and its various sub-teams and working groups
- Made it easier for the ArchivesSpace community to contribute to and maintain ArchivesSpace technical documentation, especially by organizing and improving the new separate technical documentation **GitHub** repository
- Served as an active resource for those working on **integrations** with ArchivesSpace, including communicating with them directly on their integration work
- Tested multiple release candidates, and many issues and **JIRA** tickets prior to version releases

User Advisory Council members donate their time and work together to make **ArchivesSpace** a better program for everyone. They are leaders who are knee-deep in the program and know all the features, nuances, and sore spots. Members have the **opportunity** to find their **niche based** on their expertise and bring about improvement with **understanding** and **enthusiasm**. It has been a pleasure to work with these talented individuals and I hope that the team continues to **collaborate** and **support** the ArchivesSpace community in great ways.



Suzanne Stasiulatis
User Advisory Council Chair

It has been a **pleasure** working this year with my colleagues on the **ArchivesSpace Technical Advisory Council (TAC)**, a very talented group of individuals who are **generous** with their time and effort and care deeply about both the application and the community behind it. **I look forward to next year!**



Max Eckard
Technical Advisory Council Chair

TAC/UAC Sub teams include:

- User Documentation
- Development Prioritization
- Integrations
- Migration
- Reports
- Technical Documentation
- Testing

UAC Members

- Lydia Tang, Chair, Michigan State University
- Ashley Knox, Vice Chair, University of North Carolina, Wilmington
- Alston Cobourn, Texas A&M University – Corpus Christi
- Jasmine Jones, University of California, Los Angeles
- Miloche Kottman, University of Kansas
- Sue Luftschein, University of Southern California
- Brittany Newberry, Robert W Woodruff Library, Atlanta University Center
- Carolyn Runyon, University of Tennessee at Chattanooga
- Suzanne Stasiulatis, Pennsylvania Historical and Museum Commission
- Nikki Lynn Thomas, University of North Carolina, Charlotte
- Jamie Weeks, Weber State University
- John Zarrillo, New York University

TAC Members

- Max Eckard, Chair, University of Michigan
- Maggie Hughes, Vice Chair, UCLA
- Megan Blair, St Edwards University
- Ed Busch, Michigan State University
- Terry Catapano, University of California, Berkeley
- Mark Cooper, LYRASIS
- Bobbi Fox, Harvard University
- Patrick Galligan, Rockefeller Archives Center
- Scott Hanrath, University of Kansas
- Jason Loeffler, American Academy in Rome
- Rachel Maderik, Virginia Military Institute
- Julia McGinnis, California University of Pennsylvania
- Cory Nimer, Brigham Young University
- Dallas Pillen, University of Michigan
- Terry Reese, The Ohio State University
- Dustin Stokes, Atlas Systems
- Trevor Thornton, North Carolina State University

Collaborating to Open Up Possibilities

ArchivesSpace is always eager to partner with organizations and programs to broaden the functionality of the application and the reach of the archival community. Some of the highlights from this year include:

- **Social Networks and Archival Context (SNAC)** is demonstrating the feasibility of separating the description of persons, families, and organizations from the description of the historical resources that are the primary evidence of their lives and work. A key objective is to provide researchers with convenient, integrated access to historical collections held by multiple private and public archives and libraries around the world while also setting the stage for a cooperative program for maintaining information about the people documented in the collections. ArchivesSpace participated in meetings and discussions with project staff and developers to conceptualize an integration between the two applications.
- ArchivesSpace participated in the IMLS-Funded **"It Takes a Village: Open Source Software Models of Collaboration and Sustainability."** Laurie Arp, Director of Collections Services and Community Supported Software at LYRASIS was the co-principal investigator for the project. The core output of the project was a Guidebook designed to serve as a practical reference source to help open source software (OSS) programs plan for long-term sustainability. ArchivesSpace program team members participated in the forum and the program was featured as a case study for Community Engagement in the guidebook. www.lyrasis.org/technology/Pages/IMLS-OSS.aspx
- ArchivesSpace is an advisor for the IMLS-Funded **"OSSArcFlow."** The Educopia Institute, with University of North Carolina Chapel Hill, will work to investigate, model, and test workflows for born-digital content curation in libraries and archives. The project focuses on integration and interoperability of three open source digital library tools (BitCurator, Archivematica, and ArchivesSpace) and to support partner institutions in integrating these tools into their workflows. Program team members participated in regular meetings of the project and also presented a demo in collaboration with staff from Artefactual for project partners.

Program Team

The ArchivesSpace program team continues to grow in order to support the program's mission and the community's needs. We were excited to have Christine Kim ("Kim") join us as Community Engagement Coordinator in July 2017. Kim came to us from charter member University of California, Irvine, where her most recent position combined technical services, public services, and outreach activities. Her major role on the ArchivesSpace team is connecting and supporting users through a variety of programs, events, and activities.



Christine Di Bella
Program Manager



Laney McGlohon
Technical Lead



Christine Kim
Community Engagement
Coordinator



Sarah Morrissey
Co-op Student



Lora Woodford
DevOps Specialist

Georgia Tech co-op student Sarah Morrissey started with us in August 2017. She has worked closely with Tech Lead Laney McGlohon on several projects, including updating the Archivists' Toolkit and Archon migration tools and enhancing reports. Sarah worked with us in the fall and summer, and will return to work with us next spring. We are excited to have Sarah on the team, as well as for the potential benefit this kind of educational arrangement may provide in introducing developers to archives and ArchivesSpace early in their careers.

Lora Woodford, previously a power user of ArchivesSpace at member institutions Johns Hopkins University and Colgate University, joined LYRASIS in January 2018 as the DevOps Specialist. In this position she provides technical support for ArchivesSpace members and development work for the application, in addition to supporting complementary applications and services offered by LYRASIS. This position was made possible by our ongoing partnership with LYRASIS Technology Services.



Organizational Home

LYRasis is proud to serve as the organizational home for ArchivesSpace. As the Organizational Home, LYRasis provides many resources and services to help grow, support and amplify the community contributions. These include staff, technology, financial services and logistics support. An Organizational Home allows the community to stay nimble, participative and collaborative, yet also remain responsive. This partnership allows the ArchivesSpace communities to focus on program priorities, free from the burden of building infrastructure which is critical to long term success and sustainability. Together with the community, LYRasis has been able to increase membership, improve community participation in governance, improve the software's usability, and create partnerships with key organizations and members.



ArchivesSpace

a community served by ✦ LYRasis

Investing in Our Future

As part of our efforts toward greater transparency, this annual report includes summary financial information about how funds are allocated to address member priorities and overall sustainability of the ArchivesSpace application.

Each year the Governance Board approves a budget. The Fiscal Year 2018-19 approved budget made a strong commitment to increasing ArchivesSpace software development, in recognition of the fact that this is a high priority for our members.

As part of ensuring a sustainable, stable fiscal foundation, the Board also adopted a financial reserve policy to ensure that sufficient funds are set aside to provide a contingency in case of an unplanned fiscal requirements.

A summary for the last three fiscal years is included below. Major categories include:

- Program staff support (salaries, fringe benefits)
- Technology development and engineering (development by outside consultants, equipment, tools, technology licenses and server maintenance) *
- Outreach and community engagement (meeting coordination, training, staff travel, board meetings, conference exhibition and the annual and regional Member Forums) *

* The program staff provide extensive support for these areas; the listed amount is for expenditures in these areas beyond program staff salaries and benefits.

REVENUES	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
	801,179	846,576	927,463
EXPENSES			
• Program Staff Support	419,681	419,775	593,469
• Technology Development & Engineering	143,947	215,748	139,637
• Outreach & Community Engagement	113,172	123,220	127,069
TOTAL EXPENSES	676,800	758,743	860,175
SURPLUS of REVENUE OVER EXPENSES	124,379	87,833	67,288

Appreciation

Thanks for your continuing support of ArchivesSpace. ArchivesSpace is thriving because of the commitment and dedication of our members.

Contact Information

eMail: ArchivesSpaceHome@lyrasis.org

Phone: (678) 235-2910

Visit **archivesspace.org** for more information.



ArchivesSpace



ArchivesSpace

a community served by ✦ LYRISIS

1438 West Peachtree Street NW

Suite 150

Atlanta, GA 30309

www.ArchivesSpace.org