



**2018
2019**

Archives at the Bodleian Libraries. Photograph by John Cairns

ANNUAL REPORT

July 2018 - June 2019

Welcome to the ArchivesSpace Annual Report.

It is my honor to serve as the third chair of the ArchivesSpace Governance Board. I succeed John Wilkin of founding partner University of Illinois Urbana-Champaign (UIUC), who stepped down as the second Governance Board Chair at the conclusion of his term in June 2019. FY2018-2019 was a year of transitions for the Governance Board in our continued efforts to ensure a healthy and sustainable program. It was the first following founding chair Carol Mandel's retirement, the first in which the Board leadership included a Vice Chair, and the first to implement bylaw changes aimed at facilitating opportunities for all levels of membership to participate in Board leadership. We appreciate John's strong and committed leadership in guiding the Board through these important transitions. John has served on the ArchivesSpace Governance Board since 2013. His insight, engagement, and institutional memory have been invaluable. We are pleased he will continue to serve on the Board representing founding partner UIUC.

I was proud to serve as Vice Chair over the past year and I am particularly excited to serve as the first Governance Board Chair who is not from one of the founding partner institutions. In ArchivesSpace's maturation as a community governed program this seems an especially notable milestone.

During my time in the community, it has been a pleasure to participate in the continued evolution of ArchivesSpace. While the software continues to develop in a variety of ways, the heart of the program is the dedication and commitment of our members. In our third annual report, we seek to highlight the community's growth and accomplishments. We are excited to feature photographs from ArchivesSpace members from outside of North America as the ArchivesSpace community expands in different parts of the world. As we continue to nurture the community, 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,



Gordon Daines

Chair, ArchivesSpace Governance Board
Supervisor of Reference Services and L. Tom Perry Special Collections
Department Chair, Brigham Young University

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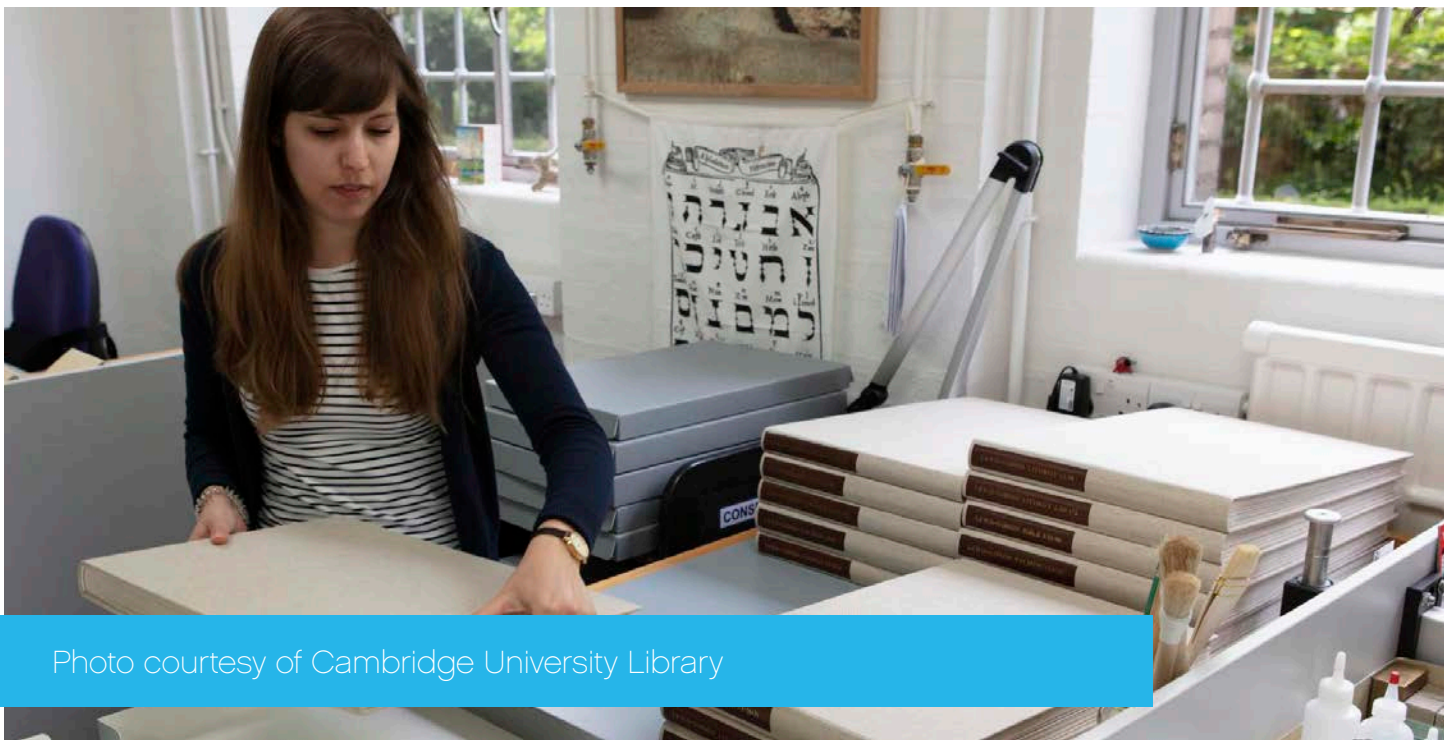


Photo courtesy of Cambridge University Library

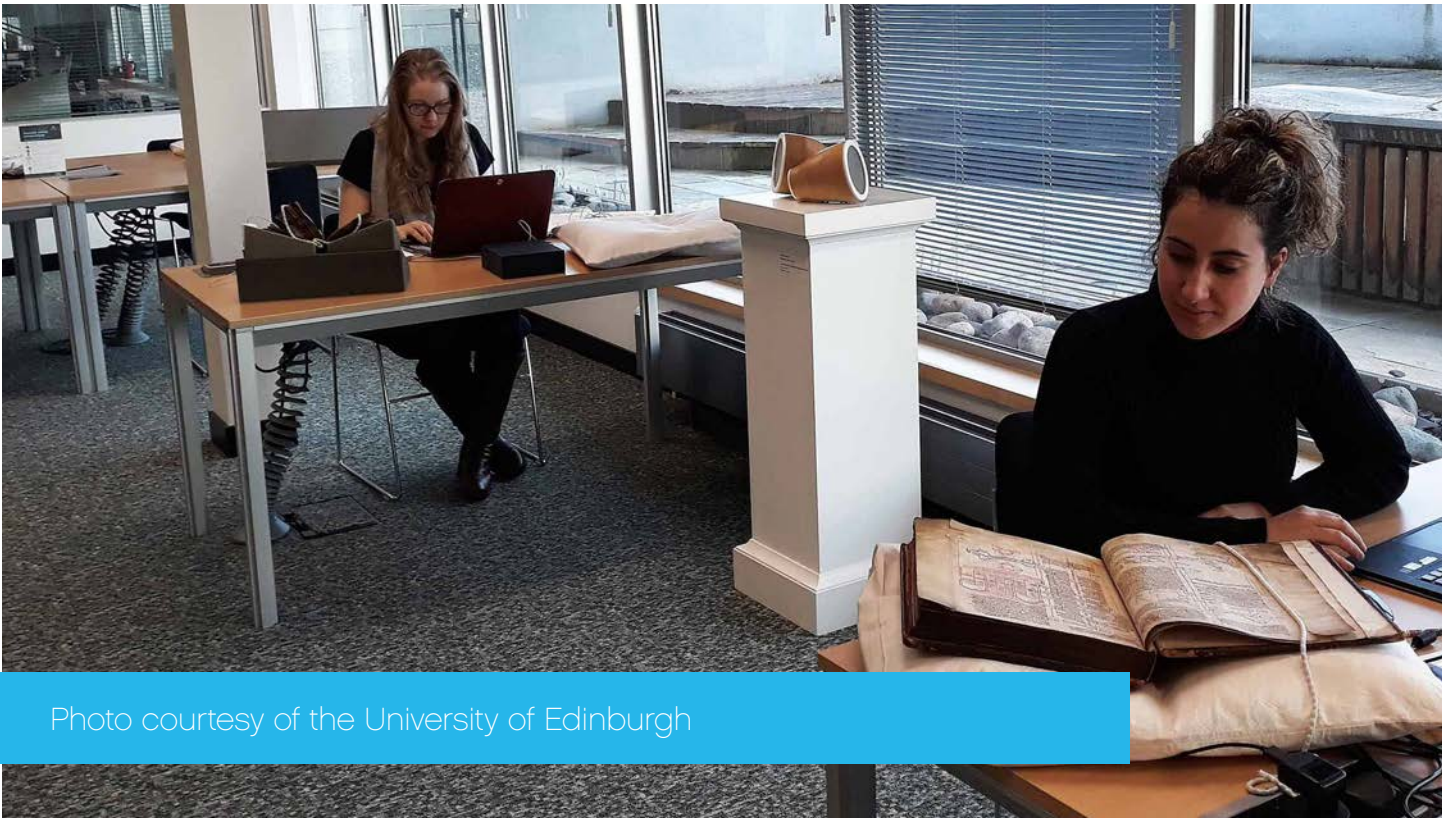


Photo courtesy of the University of Edinburgh

Working Together to Build a Strong Application

The ArchivesSpace application is what brings our community together. We continued to make strong progress in providing the functionality our community wants in the application while improving the infrastructure upon which it is built. This year we issued 4 releases. Major areas added or improved in our releases this year include:

- Refactored reports functionality with a significant revamp of how background jobs run, including a new reports page layout
- Further implementation of design and functionality recommendations for the staff interface, with a particular focus on accessibility improvements,
- Guided by a community-initiated and authored specification, the option to generate human-readable URLs for use in the public user interface

This Year

- 3,920 total downloads
- 17 development sprints
- 167 Jira tickets resolved

- Continued implementation of the community-authored agents specification, including enhanced agent merge functionality
- French and Japanese translations of the interfaces by community members helping to increase its value to non-English speakers
- Reduced loading times for records in the staff interface
- More automated tests
- With our Technical Documentation sub-team, a substantial restructuring of the technical documentation, including an improved table of contents

As always, smaller changes came in every release, including improvements to displays and options in the public user interface, new import and export options, updated gems, and bug fixes. Full release notes detailing all the improvements are available at: <https://github.com/archivesspace/archivesspace/releases>.

Under the leadership of our Technical Lead Laney McGlohon, we continued 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 pleased to continue work with LibraryHost, developers on the staff at LYRASIS, and a growing number of community developers in the past year. The members of our Core Committers group are particularly important to these efforts as they review all pull requests and facilitate code contributions from developers outside the group.

This year saw **631** code commits from **25** different contributors.

Code Committers

Adam Jazairi	Curtis Poston	Mark Cooper
Alyx Rossetti	Dave Mayo	Mark Triggs
Atul Bhosale	Dieter Van Hassel	Perticus
Austin Schaffer	Jacob Brown	Sarah Morrissey
Blake Carver	James Bullen	Steve Majewski
Brian Harrington	knjko	Tim DiLauro
Chris Fitzpatrick	Laney McGlohon	Trevor Thornton
Chris Tanguay	Lora Woodford	
Christine Di Bella	Manny Rodriguez	

Integrations with other applications continue to be of great interest to members of the ArchivesSpace community. We participated in ongoing discussions with the creators of both open source and proprietary systems such as Aeon, Archive-It, ArcLight, CollectionSpace, and Preservica, about community needs and ways we can make our applications work together better. We are especially excited about the potential that the merger of LYRASIS, our organizational home, with DuraSpace, home of DSpace, Fedora, and VIVO, has to extend our capabilities and relationships in this area.

We were pleased to continue to update and improve the Technology and Development Roadmap (<https://archivespace.atlassian.net/wiki/spaces/ADC/pages/18710568/Roadmap>) to help the community know what to expect in terms of future development work and aid in planning for upcoming releases and upgrades.

Development in the Coming Year

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

Functionality Coming in 2019-2020

- Windows installer
- Continued Agents module enhancements for greater compliance with EAC-CPF and MARC authority standards
- Integration with SNAC
- Merging top containers
- Enhancing staff interface, particularly in the users and permissions areas
- Automated generation of release notes
- Infrastructure work including planned upgrades to Bootstrap, CodeMirror, and Solr



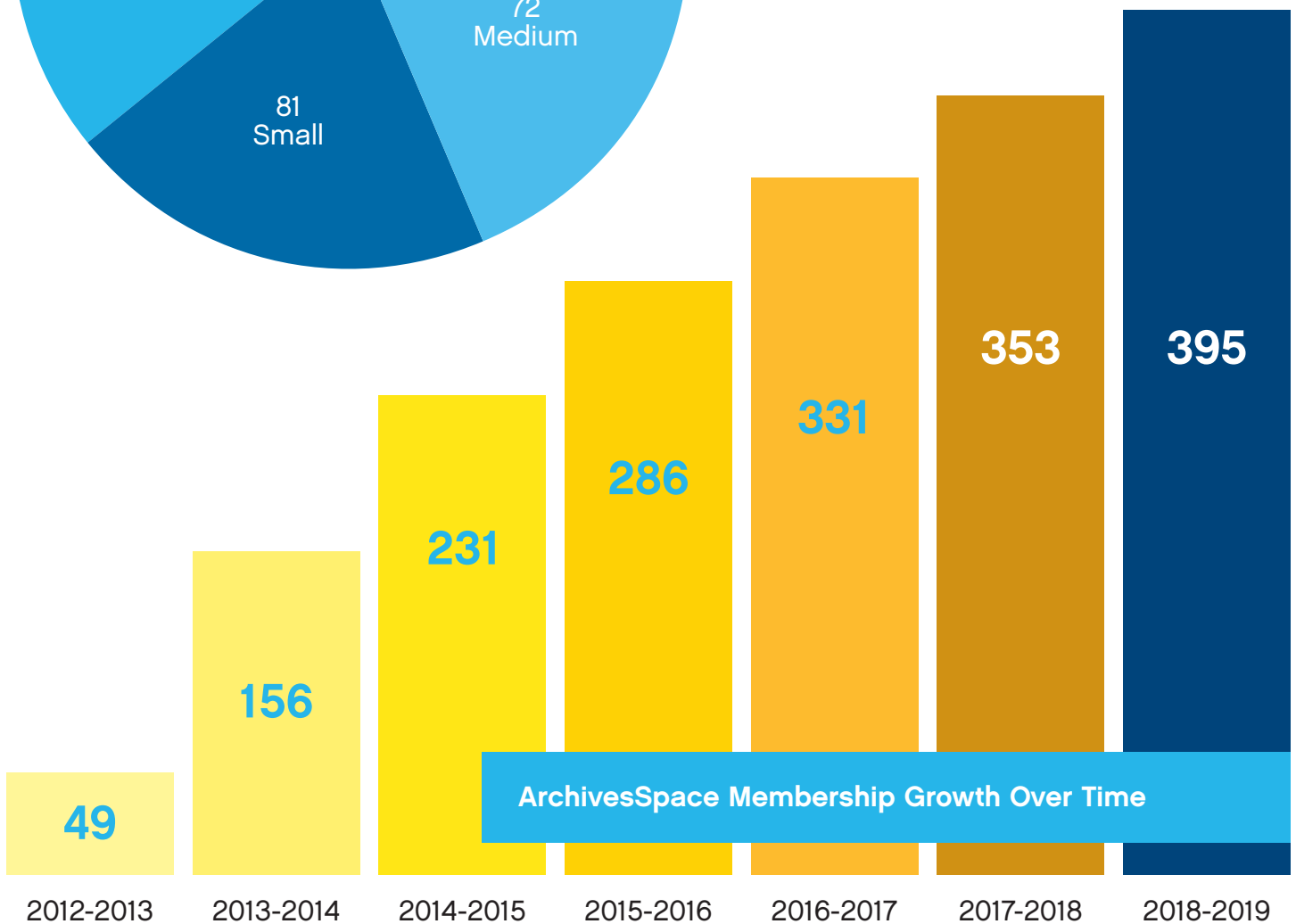
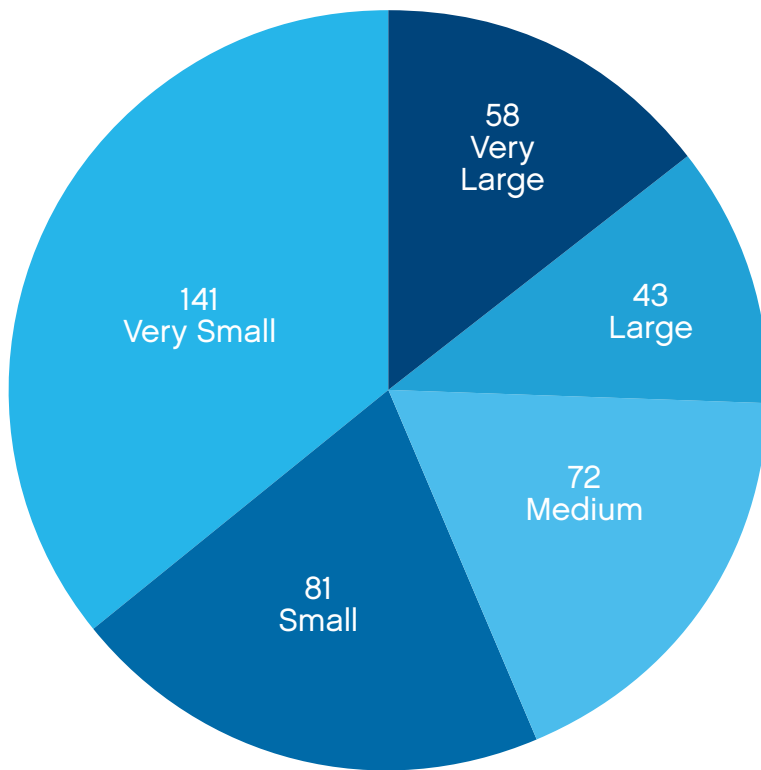
Photo courtesy of Special Collections, University of Auckland Libraries and Learning Services

Members are the Key

The ArchivesSpace community continued to grow this year. As of June 30, 2019, there were:

395 general members

- 54 new members this year
- 58 Very Large, 43 Large, 72 Medium, 81 Small, 141 Very Small
- 19 Educational Program members
- 3 Registered Service Providers



Bringing Our Community Together – No Matter Where They Are

The ArchivesSpace community spans the globe, and we use a variety of methods to bring them together. As our community continues to grow, we continue to expand our channels and methods for community engagement. This year we were proud to continue some traditions and introduce new activities that we hope will become traditions.

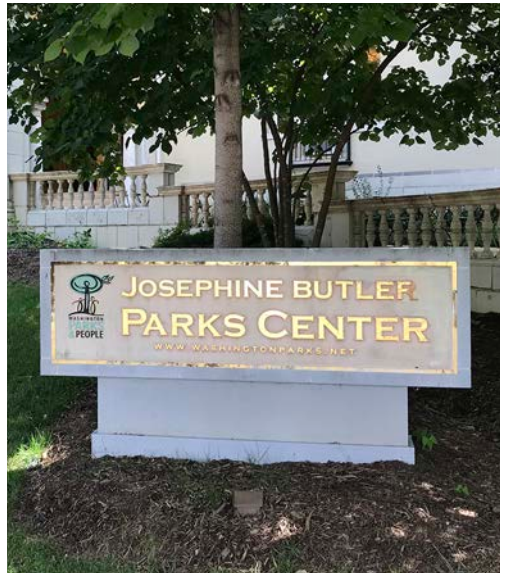
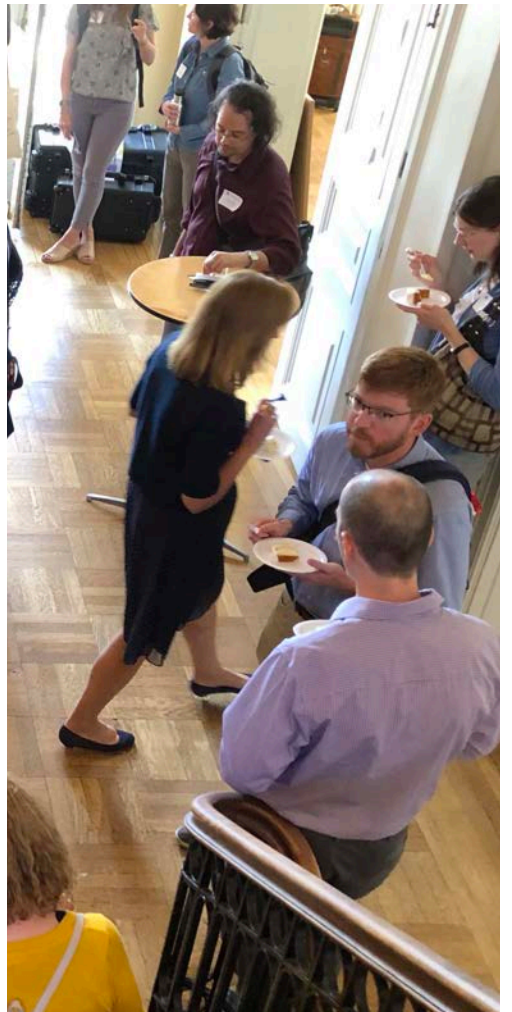
Getting Together in Person

Our annual and regional forums are always wonderful opportunities for community members to get together to talk and learn from each other about all things ArchivesSpace. Our regular presence at conferences highlights our commitment to not just working with our community, but being part of it too.



Annual Member Forum in Washington, D.C.

- Held at the Josephine Butler Parks Center, August 14, 2018
- **110+** attendees represented more than **60** member organizations
- Multi-faceted program of panels, workshops, discussion groups, plus a plenary session focused on discussing the future of ArchivesSpace. Live-streaming and recording services were provided by two of our Registered Service Providers, LYRASIS and Atlas Systems.
- Co-hosted a reception with our friends at Archive-It at the Conservation Pavilion at the National Zoo to bring together partner communities



Regional Forum, Kansas City

- Held in Kansas City at Midwest Genealogy Center in Independence, MO on November 30, 2018
- 25 participants in attendance from Arkansas, Indiana, Iowa, Kansas, Missouri, and Oklahoma
- Full day of workshops, presentations and discussions, plus a night-time social event for participants to get to know each other over barbecue
- Thanks to Atlas Systems and LYRASIS for their generosity in hosting, staffing and sponsorship of this and other regional forums



Our popular regional member forums provide an opportunity for members to engage face to face beyond the annual member forum. The regional forums enable members within a geographical area to connect 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 that best suits their needs.

Conference Exhibits and Staff Presentations

We don't just work with the archival community – we're part of it. We continue to maintain a presence at a number of professional conferences, foremost among them the Society of American Archivists annual meeting.

Society of American Archivists (SAA) 2018 Conference

- Several hundred SAA attendees visited the ArchivesSpace booth
- Community members presented on ArchivesSpace in a variety of formats at SAA including “Pop Up: The Messy Work of Database Migrations”; “Challenge Accepted: Building Access Infrastructure for 400+ Years and 1000+ Creators at NYC Municipal Archives” and “Beyond the Reference Interview: Assessing the Reading Room Experience”



Other Conferences

- Attended Code4Lib in San Jose, California, February Breakout session on ArchivesSpace
- Exhibited at Midwest Archives Conference, Detroit, Michigan, April
- Exhibited at Conference of Inter-Mountain Archivists and Society of Southwest Archivists (SSA) Joint Annual Meeting, Tucson, Arizona, May
- Attended Association of Canadian Archivists (ACA), Toronto, June
- LYRISIS representatives exhibited at Mid-Atlantic Regional Archives Conference (MARAC) in Pittsburgh, Pennsylvania, and New England Archivists (NEA) in Burlington, Vermont

Connecting With Each Other Online

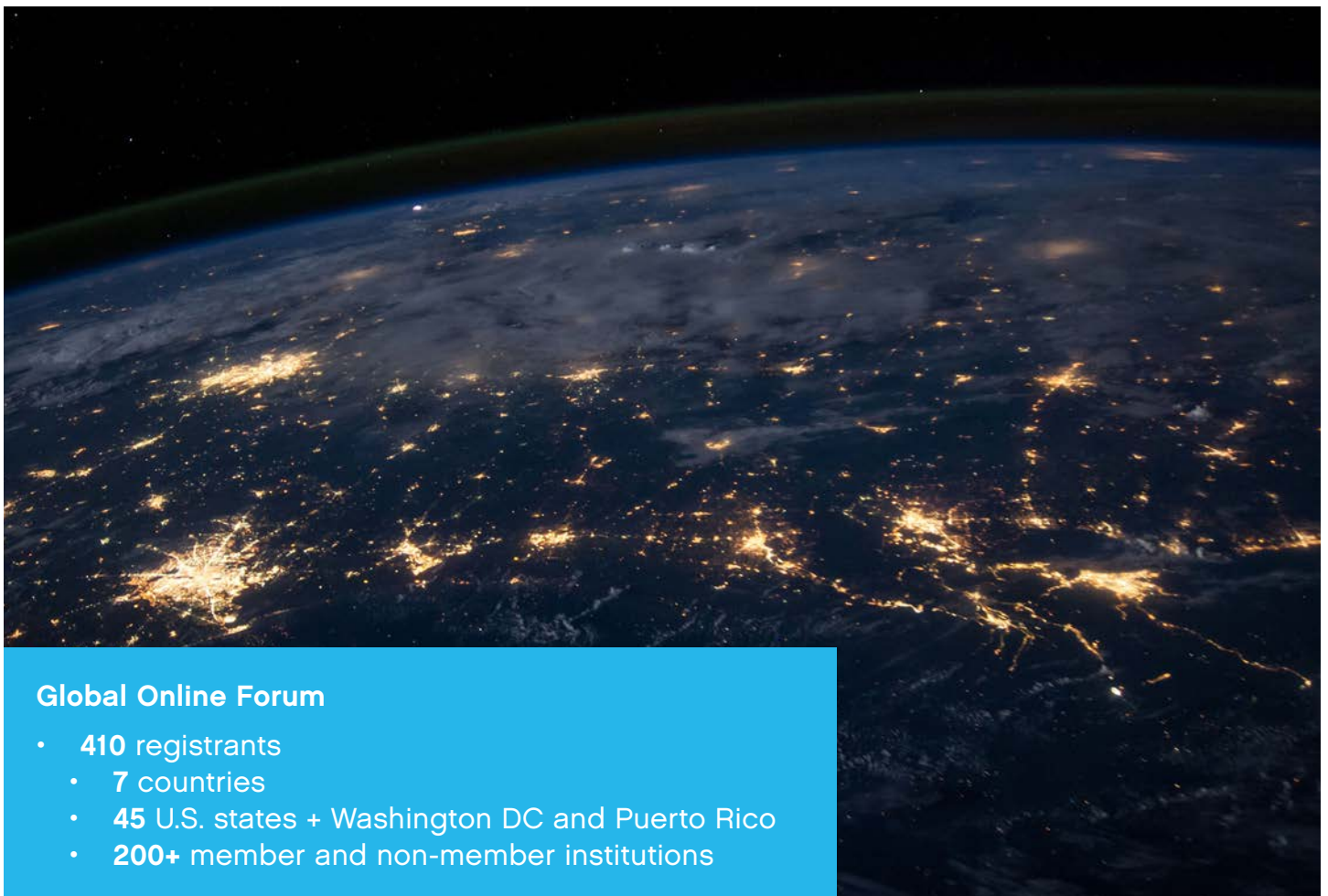
In a geographically distributed community like ours, many of us only ever meet each other online, making facilitating this type of connection especially important. We continued our webinars, open calls, and blog postings, and also re-envisioned our popular Forum format to host an online event for anyone interested in ArchivesSpace.

Global Online Forum

We were thrilled we were able to host our first online forum March 18, 2019.

Our first event geared to span the many time zones of our community, this 13-hour ArchivesSpace extravaganza was divided into three blocks of content. As with our in-person forums, our global Online Forum included a mix of opportunities to share and learn from each other with a range of presentations, discussion sessions, lightning rounds and instructional activities on a wide variety of ArchivesSpace related topics. We were especially pleased to have an international working group, featuring ArchivesSpace users from Brooklyn to Bangalore, which offered an excellent opportunity for international collaboration and perspective.

We were happy to provide a low-cost way to encourage a wider cross-section of community dialogue. Like our user community itself, registrants represented many different types and sizes of institutions, came from more than a half dozen countries, and represented a wide swath of the archives community in terms of backgrounds and interests. We were excited about this tremendous opportunity to reach a large audience, including many who are not currently active in the ArchivesSpace community.



New Stories on the Blog – *All About Community and User Insights*

In addition to our informational posts about activities around the program, our two blog series give community members a chance to share their experiences with ArchivesSpace with others in the community. *All About Community* highlights the many teams and groups that contribute to the growth and development of ArchivesSpace. *User Insights* highlights diverse perspectives and experiences of ArchivesSpace users to enrich our entire community through shared stories, strategies, and lessons learned. Posts from community members this year included:

- **John Zarrillo** introducing the User Documentation sub-team
- **Brittany Newberry** introducing the Testing sub-team
- **Kelly Spring** launching a multi-part series titled "Arrr-chivesSpace Migration" to provide insight into the migration process at East Carolina University
- **Marcella Huggard** reporting on the Kansas City Regional Forum

Webinars and Open Calls

- July 26 – Open Call
- July 31 – Webinar: Reports Refactored – Sarah Morrissey
- September 26 – Webinar: ArchivesSpace Implementation Buddies - Christine Kim
- November 1 – Open Call
- February 26 – Community Discussion (led by Governance Board)
- April 3 – Open Call on Reports (led by Reports sub-team)



Photograph courtesy of the National Library of Australia

Connecting People to Each Other to Share Expertise

The most valuable connections ArchivesSpace helps make happen are connecting our users with each other. This year we launched several new initiatives to make this even easier.

Member Directory

We initiated and distributed a member directory designed to bring together information about our diverse member community and the use of the application. The intent was to help members identify others in similar situations or facing similar challenges and provide a way to better engage each other for questions, ideas and insights. The information was collected through submissions from members and compiled to share information about how members are using ArchivesSpace, and any implementation or integration projects members are planning for the future.

Implementation Buddies

A new initiative launched this year was the "implementation buddy" program designed to help connect our ArchivesSpace community members so we can work through challenges together. Stepping up as a mentor sometimes comes with expectations that may exceed the bandwidth that most of our extremely busy community currently may have. Twenty-seven people signed up to participate at the time of the launch of the program.

New Community Resources on the Wiki

Users are always very interested in materials that provide insight on the varied workflows and practices across our community. To help facilitate sharing these, we created new pages on our wiki for ArchivesSpace users to upload and share documentation and workflow trackers, including accessioning checklists, processing checklists, and data maps. These publicly available resources supplement and extend the user documentation provided in our member-only area.



Historian Ramachandra Guha (second from left) and Balaji Parthasarathy (sixth from left), faculty at IIT-Bangalore, with student interns working in a temporary lab space for the Archives at the National Centre for Biological Sciences before it moved to its current location in February 2019.



Workshop at Mike Kelley Foundation for the Arts, May 2019

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 a number of on-site trainings. In the coming year the training corps will be working to update the training videos in our member area, as well as creating short, specialized trainings for those interested in more possibilities for face-to-face offerings.

On-Site Training

- **July 2018** - Charleston, SC - College of Charleston
Instructor: Noah Huffman
- **August 2018** - Charlottesville, VA - University of Virginia
Instructors: Valerie Addonizio, Mark Custer
- **September 2018** - Beltsville, MD - National Agricultural Library
Instructor: Valerie Addonizio
- **October 2018** - South Bend, IN - University of Notre Dame
Instructor: Kelly Spring, Christine Kim, Lydia Tang (trainer in training)
- **November 2018** - San Francisco, CA - Society of California Archivists
Instructor: Nancy Enneking
- **November 2018** - Orono, ME - University of Maine
Instructors: Mark Custer, Stacie Williams
- **November 2018** - Kansas City Regional Forum, Kansas City, MO
Instructor: Miloche Kottman
- **February 2019** - Los Angeles, CA - Los Angeles Public Library
Instructor: Nancy Enneking
- **March 2019** - Wheaton, IL - Wheaton College
Instructor: Miloche Kottman
- **May 2019** - Los Angeles, CA - Mike Kelley Foundation for the Arts
Instructors: Nancy Enneking, Jessica Crouch
- **May 2019** - New York, NY - METRO
Instructor: Mark Custer

Building Sustainability Through Community-Led 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.

This year the board focused its discussions on ways to “futureproof” the software by building and improving its technical infrastructure to strengthen the application and enable it to grow in ways that support user needs. The Board discussed options around more tactical strategic planning and ways to incorporate member feedback, leading to a Board-hosted Community Discussion in the style of our open calls to facilitate feedback from the community about strategic directions. Board members also continue to connect with community members one-on-one. The Board is always seeking ways to be both forward-thinking and representative of the immediate concerns and needs of our community.

Meet the Governance Board Members



John P. Wilkin (Chair)
University of Illinois at Urbana-Champaign



Gordon Daines (Vice Chair)
Brigham Young University



H. Austin Booth
New York University



Peter Carini
Dartmouth College



Cynthia Ghering
Michigan State University
(part of the year)



Robert Miller
LYRISIS



Erik Mitchell
University of California
San Diego



Sean Quimby
Columbia University
(part of the year)



Kat Stefko
Bowdoin College



Nicholas Zmijewski
Industrial Archives and Library

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

Some of this year's highlights include:

- Establishing the tech-docs repository as the authoritative source for technical documentation about ArchivesSpace and getting it incorporated into the application release process
- Surveying and providing leadership for the membership about desired software integrations
- Establishing a Ready for Community Developer status for JIRA issues to identify issues from the backlog appropriate for community developer contributions
- Testing two pre-releases of ArchivesSpace and dozens of individual JIRA issues
- Working with program developers on improvements to reports
- Conducting a survey of user documentation practices and needs
- Conducting an open call to discuss needs for reports
- Evaluating hundreds of JIRA issues submitted by community members and identifying those that should be prioritized for work

Chairing the **Users Advisory Council** this year has been a **rewarding experience** and I've really enjoyed getting to know others on the council. Members come from a variety of institutions from all over the United States. Vice Chair Lydia Tang and I make a **great team** and we look forward to what next year brings. This year we searched for more cross-council opportunities to work with TAC which has been **really fun**.



Ashley Knox
Users Advisory Council Chair

It has been an honor serving as Chair and working with my colleagues on the ArchivesSpace **Technical Advisory Council (TAC)** over the past two years. The Council members are a **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'm **excited** to follow where TAC goes in the next term and beyond!



Max Eckard
Technical Advisory Council Chair

TAC/UAC Sub-teams include:

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

UAC Members

- Ashley Knox, Chair - University of North Carolina Wilmington
- Lydia Tang, Vice-Chair - Michigan State University
- Kate Blalack - Woody Guthrie Center
- Kevin Clair - University of Denver
- Alston Cobourn - East Carolina University
- Terra Gullings - University of Texas at Tyler
- Adrienne Harling - San Francisco Symphony
- Jasmine Jones - University of California Los Angeles
- Sue Luftschein - University of Southern California
- William Modrow - Miami University of Ohio
- Brittany Newberry - Robert W. Woodruff Library, Atlanta University Center
- Julia Novakovic - The Strong
- Joshua Shaw - Dartmouth College
- Nikki Lynn Thomas - University of North Carolina, Charlotte
- Jamie Weeks - Weber State University
- Angela White - Indiana University – Purdue University Indianapolis

TAC Members

- Max Eckard, Chair - University of Michigan
- Maggie Hughes, Vice-Chair - Huntington Library
- Jared Campbell - University of California, Davis
- Terry Catapano - University of California, Berkeley
- Alicia Detelich - Yale University
- Megan Firestone - Southwestern University
- Bobbi Fox - Independent
- Patrick Galligan - Rockefeller Archives Center
- Edgar Garcia - Northwestern University
- Jason Loeffler - Independent
- Dave Mayo - Harvard University
- Julia McGinnis - California University of Pennsylvania
- Bria Parker - University of Maryland
- Dallas Pillen - University of Michigan
- Dustin Stokes - Atlas Systems
- Trevor Thornton - North Carolina State University
- Greg Wiedeman - University of Albany

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 continues to participate in meetings and discussions with project staff and developers to conceptualize an integration between the two applications.
- ArchivesSpace was an advisor for the recently completed IMLS-Funded "**OSSArcFlow**" project. The Educopia Institute, with University of North Carolina Chapel Hill, worked to investigate, model, and test workflows for born-digital content curation in libraries and archives. The project focused on integration and interoperability of three open source digital library tools (BitCurator, Archivematica, and ArchivesSpace) with an eye to supporting partner institutions in integrating these tools into their workflows. Program team members participated in regular meetings of the project and provided a test environment for work on scripting to facilitate exchange of metadata between BitCurator and ArchivesSpace.
- We participated in activities of the **National Finding Aid Network (NAFAN)** project being coordinated by the Online Archive of California. The project's goal is to propose a plan of action for upgrading infrastructure and having better coordination across regional aggregators for archival description. Many of the project participants use ArchivesSpace for their archival description and greater incorporation of ArchivesSpace into the workflows for provided aggregated description is a goal for many.
- We submitted a letter of support for a successful IMLS grant to support a national forum on front-end systems integration for archives and special collections. The project will be based at Stanford University and provide an opportunity for many open source projects and their users to have discussions around common needs and developing some shared mechanisms for planning and integrating more broadly across the landscape. We look forward to participating in these activities in 2019-2020.
- We attended a May meeting hosted by the Mellon Foundation on financial stability and sustainability for programs and projects that provide the digital infrastructure for research and teaching in the humanities. The programs represented at the meeting provide for a broad array of functions necessary to a healthy digital humanities ecosystem, including digital repositories, academic publishing, standards development, and information and asset management and processing. ArchivesSpace continues to stand out in this area for our community's participation in and commitment to financial sustainability from its inception.
- We provided technical advice for the creation of a **PBCore plugin** during a hackathon at the annual Association of Moving Image Archivists conference. We are excited about the potential this plugin has for people interested in creating further metadata related to audiovisual materials in ArchivesSpace.

Program Team



Christine Di Bella
Program Manager



Laney McGlohon
Technical Lead



Jessica Crouch
Community Engagement
Coordinator



Lora Woodford
Junior Developer



Sarah Morrissey
Co-op Student



Laurie Gemmill Arp
Director, Collections
Services & Community
Supported Software



Alicia Johnson
Administrative
Coordinator

Sarah Morrissey, Laurie Gemmill Arp, and Alicia Johnson devote a portion of their time to ArchivesSpace.

The ArchivesSpace program team continues to grow in order to support the program's mission and the community's needs. While we were sad to have Christine Kim leave to take a position at the California Digital Library, we were excited to have Jessica Crouch join us as Community Engagement Coordinator in March 2019. Jessica came to us from the Irvin Department of Rare Books and Special Collections at the University of South Carolina, where she had been involved in all aspects of managing physical and digital collections and making them accessible. She had taken a leading role in the implementation of ArchivesSpace across the many varied repositories at the University. Her major role on the ArchivesSpace team is connecting and supporting users through a variety of programs, events, and activities. She continues the great work already started in developing events and activities that further bring our community together, and also help us consider new areas for connection as our community continues to grow and mature.

We are also very excited to have Lora Woodford join us full time as the Junior Developer for ArchivesSpace. Lora had previously served as DevOps Specialist based in LYRASIS' Digital Technology Services department, where she participated in a range of technical support activities supporting DTS hosting services for ArchivesSpace, Islandora and CollectionSpace. We are very pleased to have Lora now focus on ArchivesSpace development full time in her new role and look forward to the increase in development activity that this change will make possible.



Organizational Home

A Letter from the ArchivesSpace Organizational Home by Robert Miller, CEO of LYRASIS, and Erin Tripp, Director, DuraSpace Community Supported Programs Division of LYRASIS:

Dear Community,

ArchivesSpace has achieved such great things. The software and community have taken tremendous strides toward growth and sustainability. We're so proud to provide an organizational home for the program.

As some of you may know, in 2018-2019, LYRASIS and DuraSpace re-examined the idea of merging the organizations. After introducing our staff, dreaming about what we could accomplish together, and connecting with our stakeholders to find out their perspective, we realized how much we have in common. Both organizations have extensive experience working with communities to build sustainable models that embrace shared governance, resource planning, technical roadmaps, and community engagement.

We're now merged and are just beginning to see the benefits. There's so much our newly merged organization can do to leverage the skills and energies of LYRASIS' combined portfolio of 10 community supported programs with 1700+ institutional fiscal supporters and 5,000+ users. The new DuraSpace Community Supported Programs Division of LYRASIS is now home for ArchivesSpace, CollectionSpace, DSpace, Fedora, and VIVO, as well as other community-focused programs like LYRASIS Learning and Performing Arts Readiness (PAR).

As we work together in 2019-2020, we're excited for programs like ArchivesSpace to benefit from a larger organizational home scale, shared resources and knowledge, coupled with potential linkages between each community.

We are very excited about the prospects ahead. Don't hesitate to reach out to us with questions, feedback, and ideas.

Investing in Our Future

As part of our continuing efforts toward 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 as well as strengthening community engagement, in recognition that these are priorities for our members.

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) *

We also have a financial reserve policy to ensure that sufficient funds are set aside to provide a contingency in case of an unplanned fiscal requirements.

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

	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019
REVENUES	846,576	927,463	977,570
EXPENSES			
• Program Staff Support	419,775	593,469	589,616
• Technology Development & Engineering	215,748	139,637	135,939
• Outreach & Community Engagement	123,220	127,069	126,112
TOTAL EXPENSES	758,743	860,175	851,667
SURPLUS of REVENUE OVER EXPENSES	87,833	67,288	125,903

Appreciation

Thanks for your continuing support of ArchivesSpace. ArchivesSpace thrives 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](https://twitter.com/ArchivesSpace)



ArchivesSpace

a community served by  LYRISIS

1438 West Peachtree Street NW

Suite 150

Atlanta, GA 30309

www.ArchivesSpace.org