

Council of State Archivists Year in Review: 2022



Education and Training

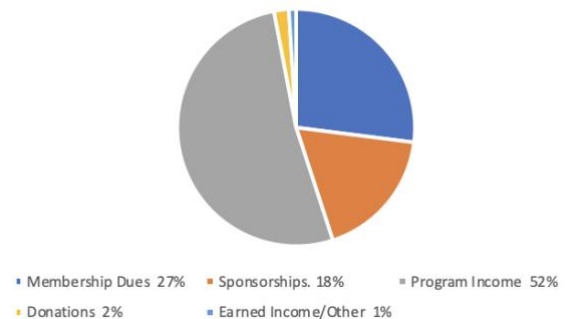
CoSA's education and training programs respond to member needs and focus on improving state and territorial archival programs, no matter their size or level of operation.

State Electronic Records Initiative (SERI): Now in its twelfth year, [SERI](#) focuses on building organizational capacity around electronic records management, preservation, and access with ongoing digital capability assessment, topical webinars, guidance publications and reports, online communities of practice, and technical assistance.

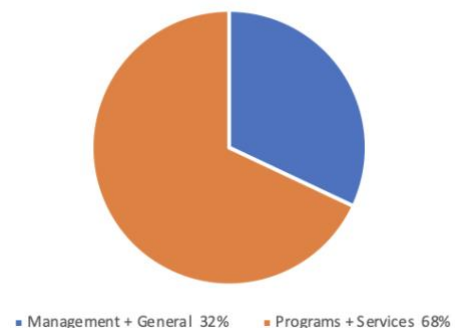
Cultural Competency: As part of CoSA's current IMLS-funded [BACKER: Building Archival Capacity for Keeping Electronic Records](#) grant, consultant Helen Wong Smith is providing training and ongoing feedback to member agencies.

[Electronic Records Day 2022](#) information reached 2,047 people with our Facebook posts. SERI committees also produced a special webinar that attracted 113 registrants and published the "[Redaction Tool Matrix](#)" poster which is downloadable from the CoSA website. Thanks to a wide range of allied organizations and many state and territorial archives for supporting this important awareness effort!

2022 Income: \$504,821



2022 Expenses: \$504,118



CoSA's income and expenses were buoyed in 2022 with two major SERI program grants.

Membership dues remain a critical portion of CoSA's income each year. Dues support education, training, and networking opportunities. **And your dues pay dividends: for each dollar a member agency contributes in dues each year, it receives \$3.00 in programs and services.**

Education and networking on a wide variety of topics of interest to state and territory archives occur at annual meetings, in monthly member webinars, online community exchanges, and monthly calls for state archivists and bi-monthly meet-ups for state archives staff. Collaborations, partnerships, and corporate sponsorships allow CoSA to pursue critical issues, share information widely, and highlight the good work of colleagues in the field.

Here's a summary of these activities:

- **Webinars:** CoSA and SERI presented 22 [webinars](#) and three “[In Conversation With](#)” programs in 2022, all of them freely available and on demand on our [YouTube channel](#). Webinar collaborators included NARA, colleagues from many state archives, and four corporate sponsors. Nearly 1000 colleagues registered for the webinars in 2022; on-demand access to 2022 webinars, videos, and conversations topped 800 views.
- **Annual Meeting:** For the first time since 2019, CoSA members and Corporate Sponsors [gathered in-person](#) in Nashville, TN at the Tennessee State Library and Archives. Nearly 70 CoSA members, staff, and contractors were in Nashville, and we were joined virtually by nearly a dozen others for the Work Session and Business Meeting. Our thanks to [Ancestry](#), [APPX](#), and [Iron Mountain](#) for sponsoring significant portions of our meeting and to [FamilySearch](#) for supporting our annual Awards Program!
- **Awards:** CoSA presented the Walch Leadership Award, Advocacy for Archives Award, Rising Star Award, and the CoSA-NHPRC SHRAB Award of Merit. [Read more about our 2022 award recipients](#). CoSA-Ancestry Leadership Award funds were used to help support travel to the annual meeting for several members traveling from our furthest areas.
- Annual [Calls to the States](#) resulted in input used by the board, committees, and staff regarding program direction, progress with electronic records management and digital preservation, funding trends, evolving workplace challenges, and facilities needs.
- CoSA's outreach and communications included the [News Brief](#), with more than 1,200 subscribers each month; an increasingly active set of [online communities](#), including a new State Archives Job Board open to anyone interested in the field; and an active blogging presence with [23 blog posts](#) published.

Advocacy

CoSA advances the needs of its members to stakeholders and the public by acting as a clearinghouse for information, participating in policy and funding discussions, developing advocacy and awareness messages, and working in partnership with counterparts in allied organizations. CoSA uses the strength of collaboration and partnership to leverage resources, share expertise, and to solve problems. CoSA works collaboratively with the Joint Working Group on Issues and Awareness, comprised of representatives from CoSA, SAA, the National Association of Government Archives and Records Administrators (NAGARA), and the Regional Archival Associations Consortiums (RAAC). All position statements, issue briefs, and [CoSA's Advocacy agenda](#) are [available on our website](#).

Among the highlights of CoSA's advocacy work in 2022:

- Partnering with EveryLibrary, SAA, the American Association for State and Local History, the National History Coalition, and others, CoSA advocated for the swift confirmation of Dr. Colleen Shogan as the next Archivist of the United States. As part of that effort, CoSA weighed in on the [essential characteristics for a new archivist](#) and [submitted questions](#) to Congress as part of the AOTUS confirmation hearings.
- Serving as a member of the National Coalition for History (NCH) policy board, where CoSA worked with a variety of partners on increasing federal funding for NARA, including the National Historical Publications and Records Commission (NHPRC); the National Endowment for the Humanities (NEH); and the Institute of Museum and Library Services. [Read more about NCH's 2022 priority issues](#)
- Presenting at the National Humanities Alliance (NHA) virtual Annual Meeting & Advocacy Day, including advocating for IMLS, NEH, NARA, and NHPRC.
- Hosting an online [annual Partner Briefing](#) with CoSA's stakeholder organizations.
- Serving on the **Joint Task Force on Issues and Awareness** (CoSA, NAGARA, RAAC, SAA).
- Monitoring the federal budget and state and territorial issues, at the request of individual states.

Research

CoSA's education and advocacy programs rely on data about the state and territorial archives community to underpin funding proposals, awareness building, and advocacy. CoSA is seen as the source of reliable information about our members' archives and is sought out by others for it. CoSA uses the strength of collaboration and partnership to leverage resources, share expertise, and solve problems. A selection of published research follows:

- [*Relevant, Respectful, and Responsive: Government Archives in the 21st Century – An Overview of Cultural Competency in State and Territorial Archives in 2022*](#) is based on a survey fielded to CoSA members as part of the IMLS-funded BACKER Project. The report offers a wealth of information regarding the understanding and practice of cultural competency within state and territorial archives and with their users and stakeholder communities.
- The [*Self-Assessment Survey Report: 2022 Digital Preservation Capability Maturity Model*](#) highlights the gains state and territorial archives have made since the last self-assessment (2015), the areas where they have held fast, and the topics where they have lost ground. CoSA will utilize this data to target outreach, training, and advocacy efforts to strengthen electronic records management and digital preservation at the state and territorial government level.
- As part of CoSA's email preservation and access grant project, PREPARE, a number of guidance documents were produced in 2022. Among them, [*Developing Government Email Preservation Policies*](#), [*A Primer on Email Preservation Packages*](#), and [*Email Management: Roles and Responsibilities*](#).
- State and territorial archives took part in the biennial Archives and Records Management (ARM) survey, and a full update to [*The State of State Records Report*](#) is expected in 2023.
- All of CoSA's publications through SERI can be accessed through [the program's main page](#) and clicking the individual initiatives. CoSA also shares all of its [reports and surveys](#) for general use.

CoSA Sustainability

CoSA continues its commitment to providing leadership to strengthen and support state and territorial archives leaders and staff in their work to preserve and provide access to government records.

Core Values Statement

- **RELEVANT:** CoSA anticipates and responds to developing trends, emerging research, and advocacy issues to meet the evolving needs of state and territorial archives leaders and staff.
- **INCLUSIVE:** CoSA represents all state and territorial archives leaders and staff, encourages all agencies to provide equitable access to state records, and advocates for equity and inclusion within the government records workforce.
- **COLLABORATIVE:** CoSA acknowledges, amplifies, and facilitates the creative strength and extensive knowledge of diverse members, partners, and stakeholders working together.

In 2022, CoSA committees, board, and staff:

- Advanced the goals and strategies of [CoSA's 2022-2026 Strategic Plan](#) and [SERI's 2021-2024 Strategic Plan](#).
- Successfully transitioned to our second full-time executive director, who, along with five part-time programmatic contractors, carried out CoSA's programming in support of state and territory archives.
- Created the Inclusion, Diversity, Equity, and Accessibility Committee to advance key commitments in our strategic plan.
- Worked with CoSA's [Corporate Sponsors](#) on specific programming for state and territorial archives and to further CoSA's mission and goals.