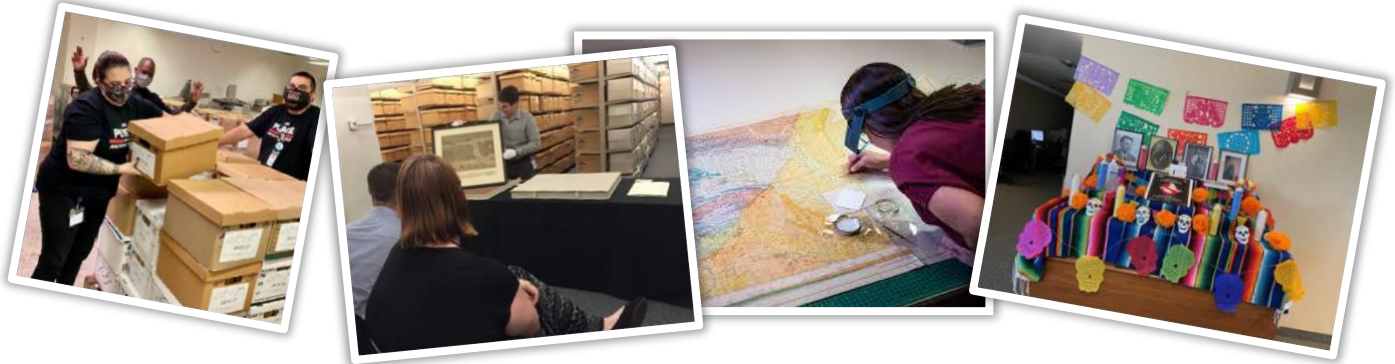


## Council of State Archivists Year in Review: 2021



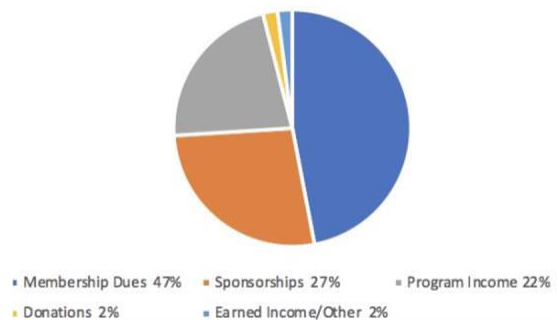
### Education and Training

CoSA's education and training programs respond to member needs and focus on improving state archival programs, no matter their size or level of operation. Noteworthy among them is the flagship State Electronic Records Initiative (SERI), which was the recipient of two major grants: a two-year \$100,000 regrant from the University of Illinois' Email Archives: Building Capacity and Community program (funded by the Andrew W. Mellon Foundation) and a three-year \$475,000 Institute of Museum and Library Services (IMLS) grant to increase the capacity of state and territorial archives in preservation and access for electronic records.

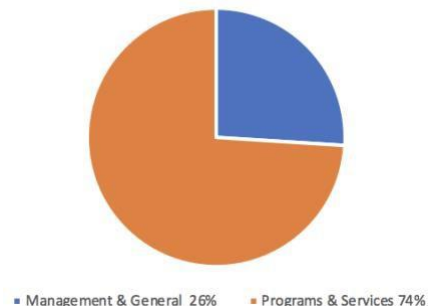
Smaller-scale education and networking occur in annual meetings, monthly member and SERI webinars, discussion list exchanges, monthly calls for state archivists and bi-monthly calls for staff, the Awards Program, and the monthly newsletter. Collaborations, partnerships, and corporate sponsorships allow CoSA to pursue critical issues, share information widely, and highlight the good work of colleagues in the field.

- Electronic Records Day 2021** reached 5,649 people with our Facebook posts and had 21,500 Twitter impressions on October 8-11. Thanks to NASCIO, NASS, NARA, SAA, IMLS, NAGARA, ARMA, Preservica, many state and territorial archives, and others for supporting this important aware-ness effort! Additionally, volunteers on CoSA committees created a poster and two webinars especially for ERecs Day.

Income as of November 2021: \$275,607



Expenses as of November 2021: \$258,295



Member dues are the major portion of CoSA's income each year. They support critical education, training, and networking opportunities. For each dollar a member agency contributes in dues each year, it typically receives \$1.50 dollars in programs and services.

- **Webinars:** CoSA and SERI presented 26 webinars in 2021, all of them freely available and on demand on our YouTube channel. Webinar collaborators included NARA, AVP, National DigitalStewardship Alliance, and many state archives. Webinar attendance exceeded 1,000 attendees; on demand access to 2021 webinars, videos, and conversations topped 1,200 views.
- **Annual Meeting:** Our annual meeting was virtual for the second year in a row, which actually allowed many more people to attend – 96 for the Work Session and 81 for the Business Meeting. These sessions are also available on demand at the CoSA YouTube channel. In addition, CoSA members attended many educational programming sessions at the joint CoSA-BPE meeting in May.
- **Awards:** CoSA presented the Walch Leadership Award, Advocacy for Archives Award, Rising Star Award, and the CoSA-NHPRC SHRAB Award of Merit at the online annual Business Meeting.
- 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, strategic planning, and statewide challenges.
- CoSA's outreach and communications included the **News Brief**, with more than 1,200 subscribers each month; **our three listservs morphed into five communities using our new discussion list capacity on our new website**, and an active blogging presence with **21 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 Consortia (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 2021:

- Followed up with President Biden's transition team on a joint [statement of recommendations](#) from CoSA, SAA, NAGARA, and RAAC.
- Participated in Advocacy Day with the National Humanities Alliance, including advocating for IMLS, NEH, NARA, and NHPRC.
- Planned and implemented an online **annual Partner Briefing** with CoSA's stakeholder organizations.
- Continued to promote the [State Archives Are Essential](#) template, for use in advocacy in individual states.
- Chaired the **Joint Task Force on Issues and Awareness** (CoSA, NAGARA, RAAC, SAA).
- Monitored the federal budget and state issues, as the request of individual states.

## Research

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

- Published CoSA's biennial [State of State Records: A Statistical Report on State Archives and Records Management Programs in the United States](#), a comprehensive look at staffing, compensation, holdings, activities, and challenges.
- Published [Developing Successful Electronic Records Grant Project](#), which is the second piece to join the Digital Best Practices Series and is one among several SERI publications produced last year.
- Issued the [final report on interagency transfer relating to electronic records](#) in February 2021, with input and financial support from Preservica and AVP.
- Finished the assessment report on state government email, [CoSA PREPARE: Needs Assessment Survey Analysis & Report](#) and a best practices document, [Choosing an Email Approach](#)
- Access all of SERI's recent publications [here](#).

## CoSA Sustainability

CoSA provides 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 that 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 2021, CoSA committees, board, and staff:

- Developed [CoSA's 2022-2026 Strategic Plan](#) and [SERI's 2021-2024 Strategic Plan](#)
- Successfully maintained a full-time executive director and six part-time programmatic contractors to carry out CoSA's programming to support state and territorial archives.
- Worked with CoSA's Corporate Sponsors on specific programming for state and territorial archives and to further CoSA's mission and goals.
- Welcomed participation from almost 60 state archives staff who volunteered for committees.
- Mounted two fundraising appeals that exceeded their combined goal of \$7,000! Thank you, CoSA Heroes!