



Society of Rocky Mountain Archivists

Long Range Plan 2006

I. Mission Statement

The Mission of the Society of Rocky Mountain Archivists is to foster the access and preservation of the evolving historical record and to promote public awareness through support of professional and educational development.

II. Core Values and Beliefs

We, the Society of Rocky Mountain Archivists believe:

In the value, importance, access and preservation of historical records.

In the right of equal access to records through support of the Society of American Archivists' Statement on Access.

In the adherence to ethical standards as set forth in the Society of American Archivists' *A Code of Ethics for Archivists*.

Professional archival associations provide a support system for those working within the profession.

Professional associations provide education on archival and preservation issues for the development of the profession and public awareness.

Cooperation between archivists and members of related professions improves our ability to function.

The Society of Rocky Mountain Archivists serves as a voice for the profession in the Rocky Mountain Region and the nation, and cooperates with other national and regional groups in areas of common concerns and mutual interest.

III. Factors Which Affect SRMA's Ability To Carry Out Its Mission

As a non-profit organization, we are required to be fiscally responsible, and to ensure that all expenditures are in support of our mission.

Member participation is affected by the level of enthusiasm and by individual time constraints.

Participation in the society is affected by large geographical distances and diverse member institutions.

Institutional support of SRMA is limited.

Both the Archival and the Preservation fields are small, but growing professions. They are also growing in the public consciousness, and perceptions about the professions are inconsistent.

Theories and standards are changing and evolving within the profession.

Major changes in society and technology are influencing the way in which records are created and preserved.

IV. Goals and Initiatives

1. Provide programming that addresses the educational needs and professional development of our members.
 - 1.1 Sponsor two meetings per year during which nationally and regionally known speakers make presentations. Conduct the Annual Business Meeting during the Spring semi-annual meeting.
 - 1.2 Conduct educational workshops in addition to the two formal meetings.
 - 1.3 Investigate the provision of more programming outside of the front range area.
 - 1.4 Pursue opportunities for joint meetings with affiliated groups such as ARMA, CIMA, etc.
2. Facilitate communications between members and with affiliated organizations.
 - 2.1 Publish the SRMA newsletter quarterly.
 - 2.2 Update and distribute the *SRMA Membership Directory* annually.
 - 2.3 Update and distribute the *Colorado and Wyoming Archival Repository Directory* annually.
 - 2.4 Maintain and develop SRMA website to enhance communication with the SRMA membership interested individuals, and affiliated organizations. Review and update every six months.
 - 2.4.1 The Newsletter Editor will publicize SRMA by sending newsletters to other organizations (including: CPA, CWAM, WLA, MAC, CIMA, SAA, NWA and SSA.)
 - 2.4.2 Meetings and workshops will be announced on the Archives & Archivists Listserv and the "Archivists Datebook" website at Tulane University.
3. Serve as a resource for preservation and archival practice.
 - 3.1 Facilitate upkeep and distribution of the preservation kits.
 - 3.2 Devise a third preservation kit tailored for use by SRMA members.

- 3.3 Update the Myra Jo Moon Collection Bibliography and increase circulation through advertising.
- 3.4 Maintain and facilitate the use of the SRMA list serve.
4. Promote public awareness of archives and archival issues and management.
 - 4.1 Sponsor, promote and facilitate an annual Archives Week celebration.
 - 4.2 Develop materials for outreach to educational institutions and the general public.
 - 4.3 Increase involvement with SAA outreach and legislative activities.
5. Manage the Association
 - 5.1 The Board will survey the SRMA membership for input and will review and update the SRMA Long Range Plan and associated budget every three years (more often, as needed).
 - 5.2 SRMA President and Treasurer will develop an integrated annual plan and budget.
 - 5.3 The SRMA Past President and Vice President will document (and update as needed) Policies and Procedures based on the SRMA bylaws.
 - 5.4 The SRMA Board will review the SRMA constitution and bylaws annually and will update as needed.
 - 5.5 The Membership Chair will investigate opportunity for growth of the Society.
 - 5.6 The Society Archivist will review SRMA records to establish policies and procedures in developing its archives.
 - 5.7 Provide orientation of duties and responsibilities to new board members by reviewing the policies and procedures manual and the long range plan at the first meeting following elections. This meeting should include all outgoing officers.
 - 5.8 The SRMA logo and a date stamp will be used on all SRMA publications, whether in print or electronic form.