Draft Annual Plan 2017 – 2018 Adopted by the Board September 14, 2017

To fulfill the Society of Rocky Mountain Archivists mission to foster the access and preservation of the evolving historical record and to promote public awareness through support of professional and educational development, the board will pursue the following goals in 2017-2018.

Conferences and Education:
- Provide professional development opportunities and trainings to SRMA members to encourage certification and educational support. Classes will be provided through webinars and in person classes. (Continuing Education Coordinator)
- Survey members to gather input about their professional development and preservation training needs. (Continuing Education Coordinator, Preservation Member at Large, Outreach Coordinator)
- Plan and implement the SRMA Fall Conference October 26th at McNichols Building theme Advocacy (Program Director, Member at Large)
- Plan and implement the Archives as Muse project and event October 26th
- Plan and implement the SRMA Spring Conference (Program Director, Member at Large)
- Determine SRMA’s role in the SAA Regional Archival Associations Consortium (RAAC) (President, Vice President)

Publications:
- Continue supporting the Journal of Western Archives (SRMA Board)
- Continue publishing The Rocky Mountain Archivist on a quarterly basis electronically. (Newsletter Editor)

Membership: (Membership Coordinator)
- Work on cleaning up the list serv list with only current members.
- Explore and improve methods to manage current membership renewals
- Explore methods of increasing SRMA’s membership.
- Create membership committee

Outreach:
- Market available scholarships (Past President)
- Create opportunities for members to network and discuss archival issues at meetup events. (SRMA Board)
- Create and promote an outreach event for the public. (SRMA Board)
- Explore ways to brand SRMA in publications and in the community. (Branding Committee)
Preservation:
  o Amend and promote the usage of the Myra Jo Moon Preservation Collection.
    (Preservation Member at Large)
  o Amend, modify and promote the usage of the Preservation Kits.
    (Preservation Member at Large)

Governance:
  o Explore methods of creating procedures for a variety of board responsibilities. (SRMA Board)
  o Revise the retention schedule and develop a collection development policy for board members. (Society Archivist)
**Society of Rocky Mountain Archivists**

Draft Proposed Budget 2017 - 2018

**Income**

Conferences and Education:
1) Fall conference $3,000  
2) Spring conference $3,000  
3) Archives as Muse project $3,500

Membership, Newsletter and Outreach:
1) Membership dues $3,000

*Total income:* $12,500

**Expenditures**

Conferences and Education:
1) Fall conference $3,000  
2) Spring conference $3,000  
3) Continuing Education classes $2,500  
4) Archives as Muse $3,475

Publications:
1) Journal of Western Archives (1 year) $500

Membership and Outreach:
1) Scholarships (SAA, Conference, Pres.)$3,000

Supplies and Equipment:
1) Teleconferencing for board meetings $263  
2) Cognito software $288

*Total expenses:* $16,026