ITAV: ArchivesSpace & Governance Facet

LYRASIS Member Forum
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ArchivesSpace is...

- A web-based archives information management system
- Governance
  - Built on the principles of maintaining a high level of community engagement and fostering an active and responsive development community
  - Designed to provide opportunities for all levels of membership to participate in and provide guidance for the development of the application
  - Representatives from all types and sizes of member archives are eligible to serve
Governance

• **Governance Board**
  – provides leadership
  – sets membership policies, reviews and approves budgets and resource allocation, and advises on program initiatives
  – focuses on meeting the needs of a broad and diverse spectrum of archival institutions in a balanced and equitable manner

• **Technical and User Advisory Councils (TAC/UAC)**
  – members are appointed by the Governance Board from nominations
  – provide essential community engagement and investment
  – include members from each level of membership to ensure ongoing development represents needs of all members
Governance Phases

- Phase I: Establishing
  - Working with original engineers, project staff, or organization

- Phase II: Stabilizing
  - Functional but limited in one or more aspects

- Phase III: Evolving
  - Strong management structures; not necessarily formal governance
Governance Developments

• 5 years old
  – 3 founding partner institutions
  – 1 board chair – 5 years, from partner org

• Past two years
  – Instituted conflict of interest policy
  – Created reserve fund
  – Instituted new board member orientations
  – Implemented Communication and Engagement Plan including issuing annual reports and “message from the board chair “following board meetings
  – Formalized nomination and voting workflows
  – More direct contacts from Board to membership levels
  – Altered term lengths to insure stability and continuity
Gov Developments: Past Year

- Created founding partner agreement
- Reviewed and updated bylaws
- Updated/approved new org home agreement
- Created Mission and Governing Principles
- Efforts to help meet needs of small membership category
- Began “futureproofing” review and planning
- Board Chair, one year terms
  - Altered term limits so that elected representatives could be chair
- Board Vice Chair will become chair
  - Next year will be first time non partner institution will be chair
- TAC/UAC
  - Initiated vice chairs to increase continuity and training
  - Annual retrospectives
  - Exploring ways to recognize previous efforts
What Phase Is ASpace In?

• Phase 2
  – Refining initial concepts to better reflect our reality
  – Moving from a fledgling organization to one of stability and growth
Next Steps?

- Evaluate opportunities to grow the program and market
- Generate resources needed to pay down technical debt
- Work out any new challenges posed by changes to leadership model
- Continue to improve board-membership relationships