

archives

ANNUAL REPORT 2022-2023

PRESIDENT'S REPORT PHILIP PYPE, PRESIDENT



As I write this report, I am approaching the end of my first year as President of the Archives Society of Alberta. I must thank my colleagues on the Archives Society of Alberta Board of Directors for their service this year. Whether through scheduled election, or personal circumstance, we will have a number of new faces on our Board for 2023-2024.

Between April 1, 2022 and March 31, 2023 the Archives Society of Alberta Board of Directors met five times. These meetings were completed over Zoom, with the exception of the meeting held on March 16, 2023. This meeting was done hybrid, with half the Board and the Executive at the ASA's office in Edmonton and the other from their home institutions.

The Board worked to advocate for archives. We participated in a meeting and submitted a letter in response to Canadian Heritage's "Renewal of the Canadian Museum Policy", addressing a number of issues raised by the report. These include the rolling of archives under the 'museum' umbrella, the need for improved funding across the board for archives, the lack of funding for non-Indigenous archives to perform reconciliation work, and recognition of archival management.

The Board remains dedicated to the ASA's efforts in response to the Truth and Reconciliation Calls to Action. Letters were sent to Alberta's Minister of Culture and Minister of Indigenous Relations. This resulted in a meeting with the Minister of Indigenous Relations. At this point these efforts have not resulted in increased resources for the ASA to engage with and facilitate Indigenous communities to build capacity in archives, but these efforts will continue.

The ASA Board also approved the engagement of Incite, consultants to help the ASA with advocacy and outreach work. This will provide Alberta's archives community with a roadmap and toolkit to raise awareness of what we need and what we provide for our communities. I would be remiss if not to thank the staff of the ASA: Rene, our Executive Director/Archives Advisor, and all those she works alongside. These people ensure the ASA Board meetings occur and the ASA is able to offer the breadth of services to the archives and broader community. I look forward to working with the ASA Board and seeing the magnificent work of the Archives staff and the committees in 2023-2024.

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EXECUTIVE DIRECTOR'S REPORT

RENE GEORGOPALIS

During 2022-2023, the ASA has taken on several projects, the outcomes of which will be seen in our next fiscal year. These new initiatives include:

WEBSITE REDESIGN

The ASA has a committee of three people who have been giving input on how our website functions and how to improve it. We hired a web designer and underwent an audit of the current website to create a fresh look for the ASA. Thanks to Incite, a consultant who has helped the ASA with advocacy and communications, some of the wording has been reworked to better reflect our work.

ADVOCACY AND COMMUNICATIONS CONSULTANT

The ASA hired a consultant to help us with our advocacy efforts (see the section, *Programs and Services: Advocacy and Outreach*, below).

FUND DEVELOPMENT

The ASA has applied for a variety of grants to support two principal projects. The total extra funding that these efforts would bring to the ASA is approximately \$95,000. This work is important as it increases the ASA's capacity for staffing for next year.

- The ASA has been awarded a YCW grant and as a result, we have an intern for 2023-2024 to help with advising and completing institutional reviews that have been delayed due to the pandemic.
- The ASA is currently working to secure funding to support the creation of a needs assessment survey of Indigenous communities and archives in the province, to develop and offer an *Introduction to Indigenous Archives* course, and to provide Indigenous communities with advising support. We are anticipating that this project will go ahead in 2023-2024.

STAFF CHANGES

This year, the ASA is happy to welcome two new staff members: Bronwyn Burlingham, our Administrative Assistant, and Jia Jia Yong, our Database Administrator. Ericka Chemko continues to help the ASA with our conference, as she has done since 2013. The ASA wishes Ashwini Gadtoula, our former Administrative Assistant, and Maryna Chernyavska, our former Database Administrator, all the best in their new endeavours.



STRATEGIC FRAMEWORK

VALUES

LEADERSHIP: We work in service to our members, supporting and being responsive to their needs and building a strong archival community.

COMPASSION: We meet members where they are and consider their needs in our actions.

GROWTH: We are forward thinking, adaptable, and optimistic in our relationships with the individuals and organizations that we serve.

COMMUNITY: We develop, foster, and champion our community of archivists and archives.

ACCOUNTABILITY: We are answerable to the provincial archival community and members are responsible for working in best practice.

VISION

Alberta archives are championed in their communities.

MISSION

We build resilient archival professionals and organizations that meet the needs of their communities.

STRATEGIC GOALS

CAPACITY: Archivists have the tools to successfully address their challenges.

ADVOCACY: The value of archives is promoted and cultivated.

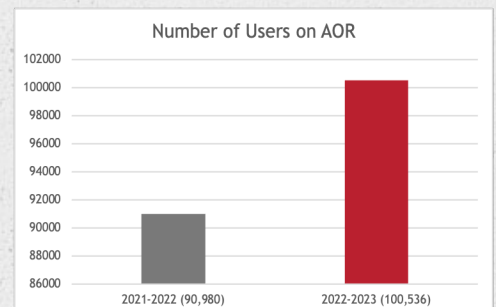
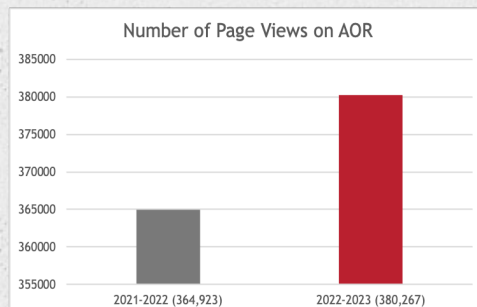
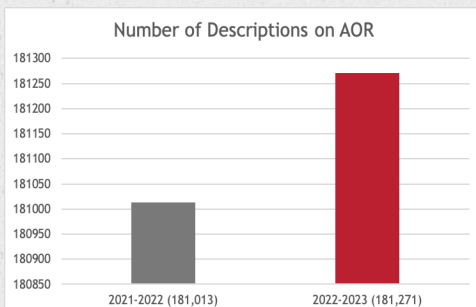
RECONCILIATION: Relationships with Indigenous archives and communities are nurtured and supported.

COMMUNICATION: Members benefit from services through effective communication.

PROGRAMS AND SERVICES

ALBERTA ON RECORD

The ASA offers its institutional members an archival database to make Alberta's many archival materials available online and to the public. The catalogue, Alberta On Record, albertaonrecord.ca, receives many visits each year. The statistics on usage are as follows:



PROGRAMS AND SERVICES CONT'D

PROFESSIONAL DEVELOPMENT

COURSES

In 2022-2023, the ASA offered the following professional development opportunities:

UPDATING OUTDATED DESCRIPTIONS WORKSHOP

Dates: November 4th, 2022 and November 25th, 2022 (offered twice)

Instructor: Genevieve Weber, Archivist, Royal BC Museum

Location: Virtual

Cost: \$50 (members), \$65 (non-members)

Participants: 44 total (both offerings)

ARCHIVES INSTITUTE

Date: October 3, 2022 to December 16, 2022

Instructor: Rene Georgopolis

Guest Instructors: Dylan Bremner, Alison Freake, and Terry O'Riordan

Location: Virtual, Google Classroom used for video content

Cost: \$800 (members), \$850 (non-members)

Participants: 20



GRANTS AND BURSARIES

The ASA supports its individual members to develop their professional skills through grants and bursaries. Funds awarded in 2022-2023 are as follows:

PROFESSIONAL DEVELOPMENT TRAVEL ASSISTANCE

Recipient:

Michael Gourlie, Provincial Archives of Alberta, for ACA Conference in Vancouver, British Columbia (\$750)

ASA BURSARY

Recipients:

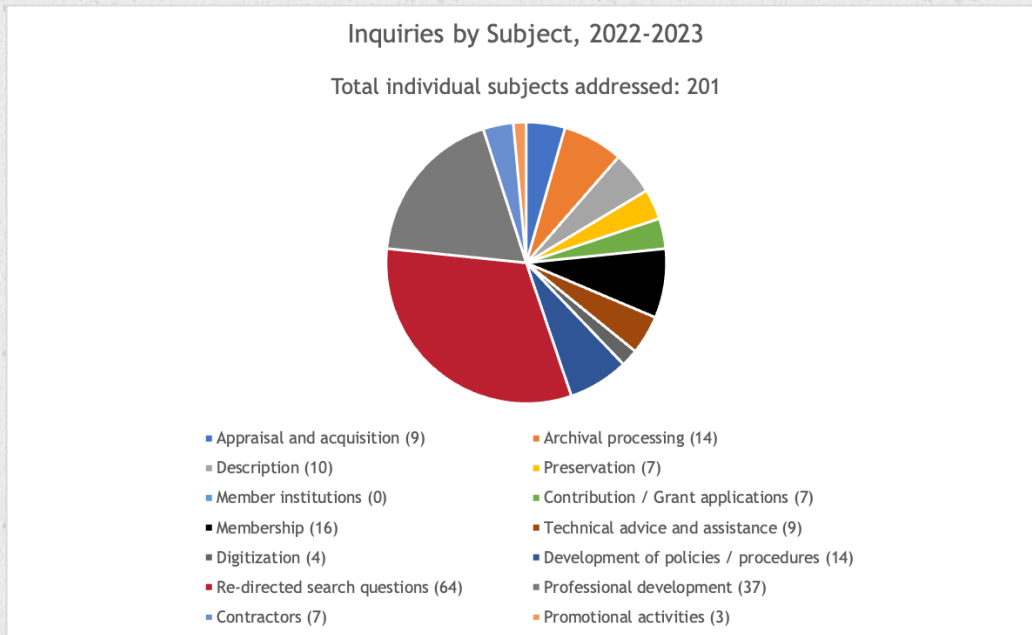
Jesse Carson, MAS Candidate, University of British Columbia (\$1500)

Andria Huculak, MASLIS Candidate, University of British Columbia (\$1500)

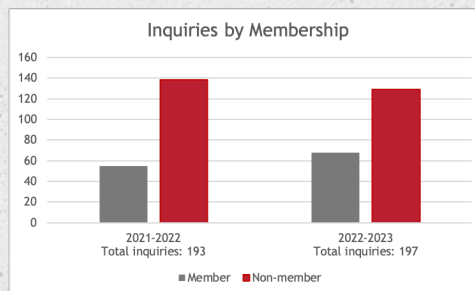
PROGRAMS AND SERVICES CONT'D

ADVISORY SERVICES

As part of providing support in the form of Advisory Services, the ASA continues to offer the Archives Institute, taught by our Executive Director with the help of guest instructors. This year it was offered virtually, with 20 attendees who were very keen to enhance their knowledge of archival work (see the section, *Programs and Services: Professional Development*, above). The advising statistics below primarily reflect the work of the Executive Director, but also some work of the Database Administrator.



2022-2023 saw a consistent ratio of member to non-member inquiries:



Decreases in site visits reflect a shift during the pandemic toward virtual consultations:



PROGRAMS AND SERVICES CONT'D

LOAN PROGRAM

The ASA offers a loan program of equipment and books to its institutional members. For the 2022-2023 fiscal year, the following items were borrowed:

- 1 Photo Scanner
- 2 Elsec Monitors



ADVOCACY AND OUTREACH

GOVERNMENT RELATIONS

- Meeting with the Deputy Minister for Alberta Culture to introduce her to the ASA.
- Meeting with the Minister of Indigenous Relations to discuss plans for truth and reconciliation work as well as our need to deliver support that Indigenous communities have been requesting from us since 2017.

MUSEUM POLICY

- The ASA provided input through meetings and letter writing regarding the consultations for Canadian Heritage's reworking of its Museum Policy.
- This policy guides the funding for archives at the federal level as well as other federal programs like the Canadian Conservation Institute. The ASA encouraged our members to participate in the consultations and surveys.

CONSULTANT

- The Advocacy and Outreach committee hired an advocacy consultant to assist the ASA and its members to strengthen communication strategies and efforts to better advocate for the profession.
- The consultation resulted in a three-year roadmap to guide the ASA's advocacy work.
- Suggested improvements include: consistent key messaging from the ASA and its members, the creation of an ambassador toolkit, and better communication in general by the ASA.

ARCHIVES WEEK

- The ASA observed International Archives Week in June 2022.
- Institutional members were provided with ideas for outreach initiatives, a media toolkit, a social media plan, and some key messaging to support their work for the week.
- The ASA shared members' activities on our website and social media channels. Of our 42 members, 8 members participated throughout the province.
- One member was awarded a \$1000 sponsored prize for archival supplies.

PEOPLE

MEMBERSHIP

The proportion of membership types remained stable from the 2021-2022 to the 2022-2023 year:

Year	Individual	Associate Individual	Institutional	Honorary	Total
2021-2022	90	8	43	13	154
2022-2023	88	9	42	12	151

VOLUNTEERS

The ASA would like to thank its many volunteers on the ASA Board of Directors and committees, for making our programs possible.

Year	Number of Volunteers	Number of Hours
2021-2022	24	449
2022-2023	24	413

BOARD OF DIRECTORS

President: Philip Pype
Vice President: Erin Hoar
Secretary: Melissa McCarthy
Treasurer: Curtis Frederick
Institutional Member-at-Large: Peter Houston
Individual Member-at-Large: Jordan Roy

COMMITTEE MEMBERS

Education: Marissa Fraser
Nominations and Awards: Karen Langley
Advocacy and Outreach: VACANT
Alberta On Record: Vino Vipulanantharajah

STAFF

Executive Director/Archives Advisor: Rene Georgopolis
Administrative Assistant: Bronwyn Burlingham
Financial Coordinator: Sonia Phillips
Database Administrator: Jia Jia Yong

HIGHLIGHTS



University of Alberta Film night, December 2022



Site visits in Calgary, 2022: Calgary Tower



Site visits in Calgary, 2022: Lougheed House



Draft of new website for the ASA - coming in 2023-2024



The Archives Society of Alberta is supported in part by a grant from the Government of Alberta.