

LAA 0.0 **Agency Summary**
 ARIZONA STATE LIBRARY, ARCHIVES, AND PUBLIC RECORDS
 GladysAnn Wells, Director
 Phone: (602) 542-4035
 A.R.S. § 41-1331 through §41-1352

Mission:

To serve the Arizona Legislature and Arizonans by providing public access to public information, fostering historical/cultural collaborative research and information projects, and ensuring that Arizona's history is documented and preserved.

Description:

The Arizona State Library, Archives and Public Records provides information services as authorized by law. Research and reference services are provided in the subject areas of law, government, public policy, genealogy, and Arizoniana. Consultant services are offered to public libraries to strengthen county and local library services and to government agencies of the cities, counties, and state to assist them in the management of official records. State and federal grants for public libraries and other authorized services are administered and monitored. Special library and information services are offered for anyone who is unable to read or use standard printed materials as a result of temporary or permanent visual or physical limitations. Public records are identified, preserved, and when appropriate disposed of through archival retention programs. Exhibits are created to educate the public regarding governmental and Arizona history and the legislative process. These services are provided through the divisions of the Agency: History and Archives, Braille and Talking Book Library, Library Development, Museum, Records Management, and Research and Law Library. The Agency also has responsibility for the Board of the Library, Archives and Public Records; the Arizona Board of Library Examiners; the Arizona County Librarians; Arizona Historical Records Advisory Board; the Arizona State Board on Geographic and Historic Names; and the Arizona Historical Advisory Commission.

Strategic Issues

Issue 1 Resource Development

Library and Archives has raised over \$39 million dollars in grant funds for Arizona cultural institutions and for its own services. In the future, despite the continued downturn of the economy and the difficulties of fund raising, we will continue our efforts to seek outside funds. Although general operating funds must come from governmental sources (state general fund and federal IMLS funds), private and other governmental funds will be sought for special projects or pilot projects. The most significant fund raising efforts will focus on the completion of the Polly Rosenbaum State Archives and History Building and the development of an endowment for our historic buildings' preservation and maintenance. Library and Archives operates from three historic buildings and two other structures with age related repair and renovation needs. The agency will seek new ways to expand fiscal resources and make more effective use of existing resources.

Issue 2 Infrastructure

Library and Archives operates from three historic buildings and from two other structures with age-related repair and renovation needs. Born-digital government information has changed Library and Archives infrastructure and staff development considerations. More operating funds are directed to technological management of e-government documents, archives, and records. Staff must be continuously trained and retrained in evolving technological archival, library, and records management skill sets. The agency will take a global view of space utilization. Staff is a crucial element in the many services provided by the State Library. Issues may include staffing levels, and recruiting, retaining, and training of staff. Technology needs will be evaluated and an equipment refresh program will help keep pace with technology demands.

Issue 3 Digital Government

Library and Archives has a broad range of responsibility for governmental

materials in all formats from all levels of government. With the increasing digitization of federal, state and local government, e government will be one of our most important areas of concentration. Digital government will require the professional skill sets of archivists, records managers, librarians and technology staff to ensure usability today and preservation for tomorrow. The agency will consider ways to ensure publications and archival electronic records can be preserved permanently, meet public demands for access, and increase records management in electronic information systems through state government.

◆ **Goal 1** To provide access to public information. The agency will improve access to public information via in-person contacts, telephone contacts, fax, e-mail, and written requests.

Performance Measures	FY 2006	FY 2007	FY 2008	FY 2009
	Actual	Estimate	Estimate	Estimate
Public Access - Materials loaned.	1,154,618	1,155,000	1,155,000	1,165,000
Public Access - Materials retrieved.	91,147	92,000	92,000	93,000
Public Access - Questions answered.	189,505	190,000	190,000	200,000
Public Access - Consultations	17,872	15,000	15,000	16,000
Public Access - In-state contacts.	2,228,078	300,000	300,000	310,000
Public Access - Out-of-state contacts.	200,551	110,000	110,000	110,000
Public Access - On-line database searches.	2,448,193	2,500,000	2,500,000	2,600,000
Public Access - Patrons registered.	2,051	2,100	2,100	2,200
Public Access - Program Activities	592	600	600	700
Public Access - Program attendees.	155,555	100,000	100,000	115,000
Public Access - Tours	1,221	1,300	1,300	1,400
Public Access - Tour participants.	49,686	50,000	50,000	52,000
Public Access - Facility Use	256	260	275	280
Public Access - Facility Use Participants	13,178	2,500	2,500	2,750
Public Access - Web site visits (In thousands).	11,518.8	11,500.0	11,500.0	11,600.0
Public Access - SIRSI usage.	471,265	472,000	472,000	475,000
Public Access - E-mail delivered (in thousands).	5,624.9	5,625.0	5,625.0	5,625.0
Public Access - Jobline/Newsline calls.	25,484	26,000	26,000	27,000
Public Access - Total contacts (In thousands).	24,192.9	22,141.8	22,141.8	22,395.3

◆ **Goal 2** To preserve Arizona materials. The agency will improve the preservation of Arizona materials through cataloging, repair, digitization, microfilming and when necessary, conserving of fragile documents and photographs.

Performance Measures	FY 2006	FY 2007	FY 2008	FY 2009
	Actual	Estimate	Estimate	Estimate
Preservation - Materials acquired	103,503	80,000	80,000	82,000
Preservation - Materials withdrawn/removed	37,728	120,000	120,000	120,000
Preservation - Materials preserved (in thousands).	1,473.7	1,500.0	1,500.0	1,500.0
Preservation - Materials digitized.	8,028,633	525,000	525,000	530,000
Preservation - Titles cataloged.	149,425	80,000	80,000	82,000
Preservation - Reproductions for preservation, access (in thousands).	77,049.5	70,000.0	70,000.0	70,000.0
Preservation-Total items/contacts(In thousands).	88,842.5	72,305.0	72,305.0	72,314.0

◆ **Goal 3** To promote statewide collaboration. The agency will increase its conduct of activities that create and promote collaboration among Arizona's cultural institutions.

Performance Measures	FY 2006	FY 2007	FY 2008	FY 2009
	Actual	Estimate	Estimate	Estimate
Collaboration - Institutions.	7,753	6,000	6,000	6,000
Collaboration - Programs/Activities.	565	600	600	600
Collaboration - Program attendees.	89,424	90,000	90,000	92,000
Collaboration - Boards and Commissions	191	200	200	200
Collaboration - Volunteer hours	24,086	25,000	25,000	26,000
Collaboration - total activities/contacts.	122,019	121,800	121,800	124,800

◆ **Goal 4** To provide information services to the legislature. The agency will provide increased services to Legislators, Legislative staff, and Legislative agencies.

Performance Measures	FY 2006	FY 2007	FY 2008	FY 2009
	Actual	Estimate	Estimate	Estimate
Leg Info Services - Materials loaned.	110	100	100	100

2007 - 2009 ARIZONA MASTER LIST OF STATE GOVERNMENT PROGRAMS

Leg Info Services - Legislative contacts.	9,149	9,200	9,200	9,300
Leg Info Services - Questions answered	1,615	900	900	950
Leg Info Services - Tour attendees.	8,070	8,100	8,100	8,200
Leg Info Services - Equipment loans.	85	10	10	15
Leg Info Services - Facilities use permits.	25	15	15	20
Leg Info Services - Facilities use attendees	611	500	500	550
Leg Info Services - In-service training sessions.	10	12	10	12
Leg Info Services - In-service training attendees.	35	45	30	45
Leg Info Services - Boxed records in storage.	2,112	2,200	2,200	2,300
Leg Info Services - Library Board attendees.	50	45	45	50
Leg info services - Total activities/contacts.	21,872	21,127	21,110	21,542

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Objective 1 2007 Obj: Default 2007
2008 Obj:
2009 Obj:

Performance Measures:

ML	Budget	Type		FY 2005 Actual	FY 2006 Estimate	FY 2006 Actual	FY 2007 Estimate	FY 2008 Estimate	FY 2009 Estimate
1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP Public Access - Materials loaned.	970,398	1,018,918	1,154,618	1,155,000	1,155,000	1,165,000
2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP Public Access - Materials retrieved.	186,392	93,196	91,147	92,000	92,000	93,000
3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP Public Access - Questions answered.	165,357	173,625	189,505	190,000	190,000	200,000
4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP Public Access - Consultations	11,024	11,575	17,872	15,000	15,000	16,000
5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP Public Access - In-state contacts.	283,725	297,911	2,228,078	300,000	300,000	310,000

Increase includes substantial coverage of OneBook Arizona in the AZ Republic, the Archives' participation in National History Day, and extensive coverage of Pearl Harbor exhibit.

6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - Out-of-state contacts. Increase reflects Pearce-Moses' role in post-hurricane disaster efforts as president of SAA.	93,209	102,530	200,551	110,000	110,000	110,000
7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - On-line database searches.	1,846,520	1,938,846	2,448,193	2,500,000	2,500,000	2,600,000
8	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - Patrons registered.	1,857	1,950	2,051	2,100	2,100	2,200
9	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - Program Activities	1,419	1,490	592	600	600	700
10	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - Program attendees.	70,964	74,512	155,555	100,000	100,000	115,000
11	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - Tours	1,348	1,415	1,221	1,300	1,300	1,400
12	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - Tour participants.	45,910	48,206	49,686	50,000	50,000	52,000
13	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - Facility Use	255	268	256	260	275	280
14	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - Facility Use Participants	2,040	2,142	13,178	2,500	2,500	2,750
15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - Web site visits (In thousands).	6,709.0	6,707.0	11,518.8	11,500.0	11,500.0	11,600.0
16	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - SIRSI usage.	481,272	481,272	471,265	472,000	472,000	475,000
17	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - E-mail delivered (in thousands).	5,357.1	5,089.2	5,624.9	5,625.0	5,625.0	5,625.0
18	<input type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - Ariel usage. Now counted in online database searches.						
19	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Public Access - Jobline/Newsline calls.	18,716	20,588	25,484	26,000	26,000	27,000
20	<input type="checkbox"/>	<input type="checkbox"/>	OP	First Search Searches. Now counted in online database searches.						
21	<input type="checkbox"/>	<input checked="" type="checkbox"/>	QL	Customer satisfaction.	7.6	7.6	7.4	7.6	7.6	7.6
22	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	OP	Public access - Total contacts (In thousands). Future projections flat due to work on building construction.	16,246.5	16,064.6	24,192.9	22,141.8	22,141.8	22,395.3

◆ **Goal** 2 To preserve Arizona materials. The agency will improve the preservation of Arizona materials through cataloging, repair, digitization, microfilming and when necessary, conserving of fragile documents and photographs.

Objective 1 2007 Obj: Default 2007
2008 Obj:
2009 Obj:

Performance Measures:

ML	Budget	Type		FY 2005 Actual	FY 2006 Estimate	FY 2006 Actual	FY 2007 Estimate	FY 2008 Estimate	FY 2009 Estimate	
1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Preservation - Materials acquired	78,046	78,826	103,503	80,000	80,000	82,000
2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Preservation - Materials withdrawn/removed Exceptional request from Revenue in FY2005 made that year an outlier.	119,337	179,006	37,728	120,000	120,000	120,000
3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Preservation - Materials preserved (in thousands). Special efforts in Archives increased materials processed significantly.	1,551.2	1,551.2	1,473.7	1,500.0	1,500.0	1,500.0
4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	QL	Preservation - Materials digitized. Special RMD project for Scottsdale PD backfiles made FY2006 an outlier.	486,503	525,423	8,028,633	525,000	525,000	530,000
5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Preservation - Titles cataloged.	75,256	79,019	149,425	80,000	80,000	82,000
6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	QL	Preservation - Reproductions for preservation, access (in thousands). Audio, microfilm, other copies made for preservation or public access.	67,806.2	69,162.3	77,049.5	70,000.0	70,000.0	70,000.0
7	<input type="checkbox"/>	<input type="checkbox"/>	OP	Preservation - Consultations.						
8	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	OP	Preservation-Total items/contacts(In thousands). Future projections flat due to work on building construction.	70,116.5	71,575.8	88,842.5	72,305.0	72,305.0	72,314.0

◆ **Goal** 3 To promote statewide collaboration. The agency will increase its conduct of activities that create and promote collaboration among Arizona's cultural institutions.

Objective 1 2007 Obj: Default 2007
 2008 Obj:
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Performance Measures:

ML	Budget	Type		FY 2005 Actual	FY 2006 Estimate	FY 2006 Actual	FY 2007 Estimate	FY 2008 Estimate	FY 2009 Estimate	
1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	IP	Collaboration - Institutions.	5,416	5,958	7,753	6,000	6,000	6,000
2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	IP	Collaboration - Programs/Activities.	865	952	565	600	600	600
3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Collaboration - Program attendees.	156,738	164,575	89,424	90,000	90,000	92,000
				Reduced participation in OneBook due to staff on medical leave.						
4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Collaboration - Boards and Commissions	265	270	191	200	200	200
5	<input type="checkbox"/>	<input type="checkbox"/>	OP	Collaboration - Library Advisory Council attendees.	n/a	n/a				
6	<input type="checkbox"/>	<input type="checkbox"/>	OP	Collaboration - AHAC attendees.						
7	<input type="checkbox"/>	<input type="checkbox"/>	OP	Collaboration - AHRAB attendees.						
8	<input type="checkbox"/>	<input type="checkbox"/>	OP	Collaboration - Geo. Names Board attendees.						
9	<input type="checkbox"/>	<input type="checkbox"/>	OP	Collaboration - Statewide Library Development Committee Attendees.						
				Committee ended its work in FY2002.						
10	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Collaboration - Volunteer hours	24,807	25,303	24,086	25,000	25,000	26,000
11	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	OP	Collaboration - total activities/contacts.	188,091	197,058	122,019	121,800	121,800	124,800
				Future projections flat due to work on building construction.						

◆ **Goal** 4 To provide information services to the legislature. The agency will provide increased services to Legislators, Legislative staff, and Legislative agencies.

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Performance Measures:

ML	Budget	Type		FY 2005 Actual	FY 2006 Estimate	FY 2006 Actual	FY 2007 Estimate	FY 2008 Estimate	FY 2009 Estimate	
1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Leg Info Services - Materials loaned.	81	85	110	100	100	100
2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	IP	Leg Info Services - Legislative contacts.	7,992	8,392	9,149	9,200	9,200	9,300
3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Leg Info Services - Questions answered	858	944	1,615	900	900	950
4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Leg Info Services - Tour attendees.	8,652	9,085	8,070	8,100	8,100	8,200
5	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Leg Info Services - Equipment loans.	36	36	85	10	10	15
6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Leg Info Services - Facilities use permits.	14	14	25	15	15	20
7	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Leg Info Services - Facilities use attendees	427	427	611	500	500	550
8	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Leg Info Services - In-service training sessions.	12	12	10	12	10	12
9	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Leg Info Services - In-service training attendees.	45	45	35	45	30	45
10	<input type="checkbox"/>	<input type="checkbox"/>	OP	Leg Info Services - ARIEL usage.						
11	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Leg Info Services - Boxed records in storage.	2,086	2,149	2,112	2,200	2,200	2,300
12	<input checked="" type="checkbox"/>	<input type="checkbox"/>	OP	Leg Info Services - Library Board attendees.	45	45	50	45	45	50
13	<input type="checkbox"/>	<input type="checkbox"/>		Leg Info Services - Online Database Searches.						
14	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	OP	Leg info services - Total activities/contacts.	20,248	21,234	21,872	21,127	21,110	21,542