

## Archive Task Force Year-End Mission:

The intention of our *Task Force Mission* work-in-progress is to establish the scope of our committee's goals to assure we deliver a comprehensive plan to the City of Portsmouth at year-end. Some points below are not necessarily intended as textual sections of our Committee's mission, but serve as important factors which will influence the time-tested blueprint, and *actual* future Mission Statement and historical longevity, of the Archives.

### ***Below are my points for consideration and discussion:***

#### **Plan recommendations will include:**

- physical infrastructure plan fostering storage, preservation, safety, education and accessibility
- inclusion of research and exhibit areas (to discuss)
- leadership and staffing hierarchal structure of the completed Archives (titles only)
- flexible plan which serves as a guideline for future unknown variants, such as: environmental, societal, governmental, conservational and financial
- a mission statement recommendation (for the completed Archives, a culmination of our year's work)

#### **Definition of object content types to include:**

- agreement of the scope of acceptable objects
- continuing an understanding among current (and future) Portsmouth historical and museum associations
- framework of object-flow between the Archives, museums, associations and private ownership: acquisitions, loans and donations
- acquisition guide for in-scope objects from outside Portsmouth
- Deaccession parameters and restrictions

#### **Recognition of financial parameters, including:**

- development of an infrastructure that cultivates funding, i.e., grant, government and private, both initially and post-inception
- agreement of who may be granted outside support using Archive resources, both financial and other
- growth plan

#### **Big-picture, beyond our committee's jurisdiction:**

- definitive location
- budgetary estimates to develop and sustain
- legal organizational structure, i.e., 501(c)3, 501(c)6 or city-owned
- leadership personnel

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