

Biennial Report

Fiscal years 2009–2010



TEXAS STATE LIBRARY AND ARCHIVES COMMISSION
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★ Texas State Library and Archives Commission ★



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Library Development

Beverley Shirley, Director

Library Resource Sharing

Ava Smith, Director

Talking Book Program

Fiscal Information

FY2009

General revenue:	\$ 17,381,253
Federal grants:	\$ 11,419,301
GR dedicated funds:	\$ 6,000
Other funds:	\$ 3,899,408
TOTAL:	\$ 32,705,962

FY2010

General revenue:	\$ 20,620,182
Federal grants:	\$ 10,962,628
GR dedicated funds:	\$ 6,263
Other funds:	\$ 3,580,586
TOTAL:	\$ 35,580,586

*Making
information
work
for all
Texans*

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From the State Librarian

Greetings from the Texas State Library and Archives Commission!

The mission of the Texas State Library and Archives Commission is to safeguard significant resources, provide information services that inspire and support research, education and reading, and enhance the capacity for achievement of current and future generations. To accomplish this, we:



- Preserve the record of government for public scrutiny,
- Secure and make accessible historically significant records and other valuable resources, both for print and electronic documents,
- Meet the reading needs of Texans with disabilities,
- Build and sustain statewide partnerships to improve library programs and services, and
- Enhance the capacity for achievement of individuals and institutions with whom we work.

TSLAC's business is information: collecting and organizing it appropriately, making it available to the people of Texas now, and preserving it for future access by generations to come. Through our direct services and our support of services offered through the state's network of public, academic, school, and medical libraries, we respond to the public's need for information, government records, and library materials that enrich the lives of Texans both personally and professionally.

There were many reasons to celebrate during FY2009-2010. In December 2009, Laura W. Bush, former U.S. and Texas First Lady, dedicated the Lorenzo de Zavala State Archives and Library Building, the headquarters of TSLAC, as a national

Literary Landmark. In addition, TSLAC celebrated its 100th anniversary by kicking off a yearlong celebration with a noon press conference and birthday party on Thursday, March 19, 2009, on the south steps of the Texas State Capitol in Austin. The public was invited to hear performances by the Austin Girls' Choir and featured speaker Bill Crawford, the author of *Please Pass the Biscuits, Pappy*, a book based on archival photographs in TSLAC's collections. A proclamation from Gov. Rick Perry along with Texas House and Senate resolutions were read to the crowd in recognition of TSLAC's centennial celebration. The agency selected "1909 – 2009: A Century of Service to Texas," as the theme for its 100th anniversary. The event featured birthday cake, and books were given to the children in attendance.

On Friday, November 12, 2010, TSLAC celebrated the completion of renovations to the Lorenzo de Zavala State Archives and Library Building by hosting a rededication ceremony. The Zavala Building originally opened in 1962 and no significant upgrades were done for more than 45 years. Two-time Pulitzer Prize finalist H. W. Brands gave the keynote address, "The Secrets of Texas History." The rededication was the culmination of a two-year, nearly \$21 million renovation project. The Texas Legislature appropriated \$17.3 million for the project. The agency's support group, Friends of Libraries & Archives of Texas, raised \$3.6 million for furnishings and other needs. The building renovation brought the space up to current codes; improved staff workspaces and public service areas for patrons; incorporated energy efficient components; added a Conservation Lab that has helped the agency establish a conservation program to preserve and protect rare materials that document the history of Texas; and provided limited expansion of storage space for the state's permanently valuable archives.

Over the reporting period, our statewide resource sharing network, TexShare, continued to grow, with increases in

database usage, TexShare card loans, and TExpress courier deliveries. During the biennium, we awarded \$9.965 million to the state's 10 Library Systems and \$2,081,593 million in competitive grants to libraries and library systems. The Talking Book Program increased circulated items from about 844,000 in FY2009 to almost 918,000 (+9%) in FY2010. In mid-2009, TBP replaced cassettes and cassette players with digital recorded books and digital playback machines.

In August 2010 TSLAC was awarded a major federal Broadband Technology Opportunities Program grant from the National Telecommunications and Information Administration. The nearly \$8 million is matched by nearly \$3.7 million from the commission and its partners in an initiative to provide public computing capabilities to underserved people throughout the state. The Technology Expertise, Access and Learning for All Texans (TEAL) project will fund new or upgraded computer centers at 155 central libraries and branches, plus community colleges, public schools, recreation centers and health facilities, as well as three mobile learning labs that will be used to provide computer training wherever it's needed. We see this grant as a commitment to education, gainful employment and successful lives for people across the state. This project will give people the means to reach their potential as productive citizens, and boost Texas' economy as well.

During this biennium, through our State and Local Records Management Division, Texas state agencies realized a cost avoidance of \$212 million by storing non-current records at the agency's State Records Center. Additionally, SLRM staff provided over 24,000 training and consulting hours to state and local governments that included records management and disaster preparedness training and also co-hosted four conferences on electronic records management.

In a continuing effort to preserve the state's permanently valuable archives while providing the broadest access

possible, staff made great strides in digitizing historically significant original documents and making them available on the agency's website through online exhibits and searchable databases.

I am proud to serve the state as the Texas State Librarian, especially with the support of dedicated and hardworking staff. I look forward to improving all the ways that Texans access and use the information they seek in the next biennium.

Sincerely,

A handwritten signature in blue ink that reads "Peggy D. Rudd". The signature is written in a cursive style with a large initial "P" and a distinct "D".

Peggy D. Rudd

Director and Librarian

Goal One

To improve the availability and delivery of library and information services for all Texans.

Our mission includes providing information access and library services to all Texans so they may enrich their lives and prosper. To achieve this goal, the agency shares library resources statewide through the Library of Texas, interlibrary loan, TexShare and other projects.

We provide services and grants that aid library development, including continuing education and consulting services, the Texas Reading Club, regional cooperative programs and other initiatives. Through our Talking Book Program, we provide direct library service by mail to Texas citizens with disabilities from a centralized collection of large-print, Braille and recorded books.

Biennium highlights

TexShare

TexShare is a consortium of 700 Texas libraries that helps members reduce costs and expand services by sharing resources. TexShare services include the TexNet interlibrary loan program, a courier service that delivers materials among libraries, statewide electronic database subscriptions and the TexShare card, which allows users to borrow books from participating libraries statewide.

The TexShare database program provides Texans with access to quality, reliable online information resources via colleges, universities, public libraries and other community outlets. In addition to state and federal funding, TexShare member libraries contributed \$1.62 million in fees in FY2009 and \$1.53 million in fees in FY2010. In FY2009, Texans conducted 53.38 million searches, and in FY2010, they conducted 64.29 million.

The Library of Texas information discovery tool at

www.libraryoftexas.org, which allows users to retrieve information from multiple library catalogs, databases and other resources through a single search screen, also grew steadily during this period.

K-12 Database Program

In 2007, the Texas State Legislature authorized the Texas State Library and Archives Commission to use monies from the Texas Education Agency's technology fund to acquire "online research and information resources for libraries in public schools, and for administrative expenses." The resulting K-12 Database Program provide school communities with quality online instructional resources.

The K-12 databases provided all K-12 public and public charter school students, parents, teachers and administrators with access to a collection of full-text information resources. The Texas State Library and Archives Commission also provided four online encyclopedias in English and two in Spanish, as well as teacher resources, a world atlas, a dictionary and a thesaurus. All materials were aligned to state curriculum standards and benchmarks.

In FY2009, 1,112 school districts signed up for the database service, providing content to 7,547 campuses and 4.51 million students. In FY2010, 1,131 school districts signed up for the database service, providing content to 7,690 campuses and 4.56 million students. This generated 21,705,319 million database searches in FY2009 and 52,309,261 searches in FY2010. A new method of collecting statistics enabled schools to track database usage more accurately, benchmark against similar institutions and set usage goals to maximize benefits from these electronic resources.

Federal Depository Library Program/Texas State Publications Depository Program

The Federal Depository Library Program and the Texas State Publications Depository Program allow TSLAC to ensure easy

access to government information throughout Texas. As one of two full federal depositories in the state, we provide access to all publications distributed through the federal program. We also provide guidance to the 35 selective federal depository collections in south and east Texas. In FY2009-10, state agency and university publications were distributed to a statewide network of 97 depositories, as well as the Library of Congress, giving communities local access to state government information.

The Texas State Publications program reduced approximately 300 linear feet of materials by identifying and removing duplicate items from the collection. Staff relocated approximately 500 linear feet by processing backlogged materials and transferring them to the reference department. We distributed 55,865 documents in FY2009 and 52,261 documents in FY2010 to print depository libraries across the state.

Loan Star Libraries

Loan Star Libraries is a formula-based grant program that provides funding for Texas public libraries.

From its inception in FY2002 through the end of FY2010, Loan Star Libraries grants infused local communities with more than \$35 million to enhance local library services. By FY2010, 83 percent of Texas's 535 public libraries served any Texas resident just as they would their own residents, and 74 percent of all Texas public libraries belonged to the TexShare Card program. The Loan Star Libraries program distributed \$7.4 million in FY2010 to Texas public libraries.

Texas Library Systems

The 10 regionally based Texas Library Systems serve public libraries with continuing education and consulting services.

Tailoring programs to meet the needs of community libraries in each region, the Texas Library Systems help members plan and develop their services and collections and implement targeted programs. The Texas Library Systems's base

operation grant was \$4.3 million in FY2009 and \$4.175 million in the FY2010.

Library Grant Programs

Technical Assistance Negotiated Grants provide funding to the 10 Texas Library Systems to support member libraries in providing technical assistance for public access computing.

In FY2009 TSLAC awarded \$690,000 to the 10 Texas library systems through the TANG program. In FY2010, \$800,000 was awarded.

Library Services and Technology Act Competitive Grants

LSTA grants support library collaboration, resource sharing and literacy and educational attainment initiatives throughout Texas.

In FY2009-10 TSLAC awarded \$1,133,972 in competitive grants to libraries and regional library systems across Texas. Administered by TSLAC, the grants are funded by the federal Library Services and Technology Act through the Institute of Museum and Library Services. Four grant programs supported nine projects in FY09-10.

System Competitive Grants assist system member public libraries in developing collaborative programs with public school and college and university libraries.

In FY09 North Texas Regional Library System received a \$59,492 "Libraries for Literacy" grant to establish literacy instruction programs in all types of north Texas libraries. The system worked with partner organizations to provide training and advice on best practices for literacy instruction. This pilot program began with Alvarado, Saginaw and Seymour libraries, which hosted community classes. Public school and higher education libraries in each community promoted the programs to potential students and sought volunteer instructors.

In FY10 West Texas Library System, in collaboration with the Northeast Texas Library System, was awarded \$113,644 for

the Shared Integrated Library System Model project, which provided library users with an integrated online library catalog searchable from anywhere. The Central Texas Library and Alamo Area Library systems received \$61,000 for a joint automation project that leveraged public and private dollars to enhance patron access to electronic and printed resources in mostly rural communities.

Special Project Grants fund programs that expand library services to all members of a library community and enable libraries to develop programs for populations with special needs.

Three branches of the Dallas Public Library system were awarded \$75,000 in FY09 to establish family literacy programs. "Leyendo Juntos: Reading Together" taught English to Spanish-speaking parents and their children to enhance family literacy and better prepare children to enter school. The system received another \$75,000 in FY10 to expand the program.

Central Texas Library System was awarded \$44,960 in FY09 for the "Every Child Ready to Read" program, which increased school readiness among disadvantaged children by providing early literacy classes to parents, caregivers and teachers. The system received another \$50,000 in FY10.

In FY09 Houston Community College Library was awarded \$14,876 for a series of online information literacy modules based on curriculum developed by HCC libraries to enable students to apply inquiry and critical-thinking processes to information discovery and use.

In FY09 North Texas Regional Library System was awarded \$74,203 to assist library staff in identifying community residents with special needs, form partnerships and provide information on community services via service fairs. In FY10, the system received \$75,000 to expand access at member libraries for patrons with special needs.

In FY10 Harris County Public Library was awarded \$20,000 for "Teen Tech 2.0: Technology Training on the Go," which offered

special information technology programming and after-school instruction for teens and tweens.

Library Cooperation Grants promote the development of partnerships among libraries and other public agencies and community-based organizations.

In FY09 Weatherford Public Library was awarded \$69,824 to increase resource sharing among Parker County libraries and address the needs of the county's rural population. Two libraries' integrated systems were migrated into the Polaris system shared by two other libraries, and a courier service was established to share materials among the four libraries. An additional \$56,468 was awarded in FY10.

In FY09 Uvalde County Library System was awarded \$46,611 for an automated system that provided patrons with online access to library resources and services.

Texas A&M University-Commerce was awarded \$74,060 for the "Heirloom: Something Worth Saving, Something Worth Sharing" project. A&M provided technology support to small community and rural libraries in 13 counties that were working to preserve local history collections and make them accessible online. In FY10, another \$72,866 was awarded to expand the project and increase participation among African-Americans.

In FY09 the University of North Texas was awarded \$60,403 to help the Bartlett Activities Center and the Historical Society of Bartlett microfilm, digitize and provide free online access to Bartlett Tribune issues published between 1902 and 1978.

In FY10 the North Texas Regional Library System received \$75,000 for the "Libraries for Literacy – Learning Express Consortium" project, designed to build stronger communities through literacy instruction. The Houston Academy of Medicine – Texas Medical Center Library was awarded \$15,565 for "Bridging the Gap: Healthcare Need to Healthcare Access," which encouraged Harris County residents to seek out available health information.

Texas Reads Grants fund public library programs to

promote reading and literacy within local communities. They are funded through Texas Reads specialty license plate sales, augmented with federal Library Services and Technology Act money. Maximum grant award is \$3,000.

In FY2009, the following grants were awarded:

- Allen Public Library was awarded \$3,000 for a program involving selection of an adult and children's book on a related theme so the community can connect through a shared reading experience.
- Cedar Park Public Library was awarded \$1,500 for its Texas Two Step/Texas Writers for Texas Readers program, which encourages parents and teens to read cross-generational books and share their perceptions.
- Mesquite Public Library was awarded \$2,000 to expand teen-targeted summer programming.
- West Public Library was awarded \$2,400 to have professional storytellers train teens to present summer children's programs.

These grants were awarded in FY10:

- Riter C. Hulsey Public Library in Terrell was awarded \$1,500 for the "Read and Feed" program, which transported up to 300 economically disadvantaged children in Terrell to Southwest Christian College for a free lunch and participation in the library's summer reading program.
- Rockwall County Library was awarded \$3,000 for an adult literacy tutoring program.
- Pflugerville Public Library was awarded \$2,260 for a pilot summer reading program for developmentally disabled adult residents at assisted living facilities.
- Arlington Public Library System was awarded \$3,000 to increase library card use among teenagers.

Talking Book Program

The Talking Book Program provides free books in alternate

formats for Texans who cannot use standard-print books because of vision or reading-related disabilities.

The Talking Book Program provided a variety of services to approximately 17,000 users per year for both FY2009 and FY2010. In FY09, 843,701 books and magazines in audio, Braille and large-print formats were circulated; in FY10, the number rose to 917,816. Those figures are for physical materials processed and mailed to patrons; they do not include electronically distributed materials, which patrons download themselves from computers, or information provided in response to inquiries regarding disability-related issues.

Beginning in mid-2009, TBP began replacing cassette players with digital playback machines. As part of the Lorenzo de Zavala State Archives and Library Building's renovation, three state-of-the-art recording studios were purchased with donated funds and installed in December 2008. Volunteers used those studios to produce audio versions of 99 Texas-related books, including two in Spanish, and editions of three magazines: Texas Monthly, Texas Parks & Wildlife and Texas Highways.

The program also continued statewide outreach efforts. The TBP public awareness coordinator made 1,552 presentations during this two-year period, delivering information about the program to more than 18,000 people.

Texas Heritage Online

Texas Heritage Online is a cooperative program to identify, describe, digitize, preserve and provide broad access to special collections of history and culture held by libraries, archives, museums, historical societies and other Texas institutions.

The TexasHeritageOnline.org search tool provides a gateway to more than one million items in Texas library, archive and museum collections. In FY2009-10, about 43,600 visitors viewed items ranging from early Texas newspapers to accounts of the 1993 Branch Davidian siege in Waco. In addition to primary source materials, the site also provides

links to lesson plans, finding aids and other materials used by students, teachers, genealogists and other researchers.

In FY 2009, TSLAC received a Laura Bush 21st Century Librarians grant of \$535,556 from the federal Institute of Museum and Library Services for a project titled "Train to Share: Interoperability Training for Cultural Heritage Institutions." The grant has allowed TSLAC to assist more than 30 project partners, including Texas librarians, archivists and museum professionals, with describing and managing online resources for their collections. More than 240 hours of instruction have been provided so far; the project continues through FY11.

Texas Heritage Online also contributed to renewing the TexTreasures grant program. In FY2009 grants totaling \$95,000 were awarded to five TexShare member libraries; in 2010, \$100,000 in grants were awarded to six member libraries.

FY09 grants funded the following programs:

- University of North Texas (\$24,637)
Early Texas Newspapers: 1829-1861 – The University of North Texas Libraries and the Center for American History at the University of Texas at Austin partnered to microfilm, digitize and provide free public access to the center's earliest Texas newspapers.
- University of Texas at Arlington (\$20,000)
Tejano Voices Project – UT Arlington Library houses 174 oral-history interviews with notable Tejanos and Tejanas; the grant went toward describing and digitizing 60 interviews reflecting the history of the post-World War II Tejano community as its cultural influence grew and leaders pressed to end segregation and acquire access to political power.
- Austin Public Library (\$12,889)
Funds helped digitize, research content, create a finding aid and catalogue the Hubert Jones glass-plate negative collection of Austin and Texas imagery held by the Austin

Public Library's Austin History Center.

- Texas State University – San Marcos (\$20,000)
The grant went toward creating an online exhibit about the 1993 Branch Davidian siege at Mount Carmel, outside of Waco, from the Southwestern Writers Collection's Dick J. Reavis papers, part of the university's Wittliff Collections.
- Houston Public Library (\$17,474)
Houston Oral History Project – Houston Mayor Bill White initiated this program to videotape 100 interviews with significant Houstonians. The Houston Public Library partnered with the mayor's office to preserve these recordings and place them online.

FY10 grants funded the following programs:

- Dolph Briscoe Center for American History at UT Austin (\$19,930)
The Bexar Archives – the center used funding to create the Bexar Archives Online, joining digital images of the original Spanish documents with corresponding English translations.
- Houston Public Library (\$25,000)
Houston Oral History Project (continuation of 2009 grant) – The grant funded digital conversion of 288 hours of audiotapes, plus transcripts of their contents.
- Dallas Public Library (\$17,571)
Marion Butts Photography Negatives Project – Marion Butts' photographs chronicling Dallas and Texas history during segregation and the civil rights era were combined with other primary source materials (maps, Negro city directories, oral histories) in the Texas/Dallas History & Archives collections to develop online lesson plans and an image gallery for seventh-grade students.
- University of Texas at Arlington (\$6,500)
Tejano Voices Project (continuation of 2009 grant) – Funds went toward describing and digitizing 13 interviews.

- Harry Ransom Center at UT Austin (\$14,389)
Itinerant Photographer Collection – Funds went toward preserving, digitizing and promoting online access to this collection of 475 glass-plate negatives depicting Corpus Christi businesses, owners and employees, made by an unidentified photographer in February 1934.
- Lady Bird Johnson Wildflower Center at UT Austin (\$16,610)
Lady Bird Johnson Photo Collection – Funds went toward preserving and providing access to Lady Bird Johnson’s photographic legacy.

In FY2010 Texas Heritage Online and TSLAC’s Archives and Information Services Division jointly submitted a proposal to IMLS for funding to develop the Connecting to Collections Continuing Conversation Exchange, a series of meetings planned, managed and hosted by Connecting to Collections statewide planning grant recipients. A \$674,270 grant was awarded; funding begins in FY11. Through this project, TSLAC and its partners will add value to the Connecting to Collections initiative, expanding opportunities for continuing professional development for librarians and cultural heritage experts statewide who care for collections and promote their educational uses. Doing so helps develop the resources needed for all of us to be good citizens when it comes to preserving our history.

TRAIL, the statewide search tool that automatically captures, indexes and preserves state agency Web publications, accumulated 33,634,526 URLs totaling 2,642.2 gigabytes during regular “sweeps” of Internet domains associated with Texas state agencies and affiliated governmental entities, except state higher education institutions.

Additional highlights

Gates Foundation grants – In FY2009-10, TSLAC worked on two ongoing initiatives from the Bill & Melinda Gates Foundation. The Opportunity Online broadband pilot program provided \$34,518 to eligible public libraries for bridge funding to support two years of high-speed

broadband upgrades. It also provided \$61,650 to support library applicants in the E-rate discount program and \$33,939 in technical assessments and training. The Public Access Technology Benchmarks Initiative provided \$67,004 for the agency to support the development and deployment of public access technology benchmarks and a national framework for digital inclusion. After two Texas public libraries have piloted the benchmarks, the agency will spearhead efforts for statewide adoption and implementation.

Public Library Internet Kit – Smaller public libraries often lack the resources to host, develop and maintain a robust website. The agency has partnered with five other state libraries to offer the Public Library Internet Kit – aka Plinkit – a content management-based website template. During the reporting period, 163 Texas public libraries used Plinkit.

Broadband Technology Opportunities Program – In August 2010 TSLAC was awarded a \$7.96 million Broadband Technology Opportunities Program stimulus grant from the National Telecommunications and Information Administration for the Technology Expertise, Access and Learning for all Texans project. The funds will be used to upgrade computing capabilities and patron training offerings at more than 155 public computer centers across the state, including 39 public libraries and library systems, community colleges, recreation centers and health facilities. Improvements will result in more than 2,000 new or upgraded public access computer workstations and more than 100 jobs (mostly training positions at participating sites). The project also will provide continuing education opportunities for librarians in the form of webinars and face-to-face workshops designed to help them meet growing technology, workforce development and educational attainment needs among residents of their communities. Rural communities and small libraries with limited resources also will benefit from the creation of three mobile computer labs that will offer much-needed equipment and critical technology training for Texans.

Goal Two

To improve the availability and delivery of information services to state government and to those seeking information from state government.

Gaining access to government, whether federal, state or local, can be a daunting task. We work to make government information easy to access locally. We believe government at every level should be accountable and transparent to its people so everyone can participate effectively in civic affairs. To improve the availability and delivery of information services to state government and to those seeking information from state government, we provide access to publications, documents, records and other library resources.

Biennium highlights

Texas State Archives & Information Services

The Archives and Information Services Division maintains and provides access to more than 150 million pages of archival documents and almost 2 million volumes of printed library materials. We are committed to increasing universal access to these materials through the Internet, as well as managing and preserving the original documents and helping customers use these materials.

In FY2009-10, ARIS staff moved more than 25,000 cubic feet of publications and archival records to temporary storage while the Lorenzo de Zavala State Archives and Library Building was renovated. Static shelving was replaced with moveable shelving on all stack floors, and staff and public research areas were redesigned and reappointed with new furnishings. Staff shifted among floors as work progressed. During this period, archival records requested by patrons were retrieved weekly; publications housed offsite were not retrieved. Between March and May of 2010, publications and archival materials were moved back into the building.

Several new pieces of equipment were added to public

research areas, including a BookEye (overhead) scanner and two digital microfilm reader-scanners. More computers were installed and made available for public use.

TSLAC also added a privately funded conservation lab. A conservator was hired and spent the remainder of FY10 setting up work flows and purchasing equipment using Summerlee Foundation grant funds.

Increasing Internet access to TSLAC collections is a priority; in February 2010, ARIS mounted one new online history exhibit: "Fear, Force and Leather," reflecting the Texas criminal justice system's first 100 years.

Also in FY10, Ancestry.com scanned TSLAC's Confederate pension application files, Civil War muster roll index cards and prison conduct registers and employee ledgers. Microfilm copies of 1867 voter registration rolls and the Nacogdoches Archives were sent to Utah for scanning. These images will be available on the Ancestry.com website and Zavala building public access computers for three years. After that period, the scans will be placed on TSLAC's website. This project was funded by Ancestry.com; ARIS donated minimal staff time as needed.

ARIS staff scanned a series of Republic passports and made those available online. A contractor was hired to scan a collection of manuscript fire insurance maps; work on this project will continue through the next biennium.

A project to digitize and preserve a collection of Texas state park plans and drawings made by the Civilian Conservation Corps during the 1930s was completed. The Texas General Land Office was contracted to do the scanning; a selection of images have been posted on Flickr Commons, a social media site for library collections.

To assist users in locating records, ARIS prepared descriptive finding aids and placed them online as part of the Texas Archival Resources Online project.

In FY09-10 archivists spent 2,691 hours preparing the Texas gubernatorial records of former President George W. Bush for

research. The staff devoted 302 hours to fulfilling Public Information Act requests for these records, and another 815 hours responding to requests for other archival records. Several hundred hours were spent processing other archival collections for research.

ARIS was awarded two federal grants during this biennium. One funded purchase of archival boxes and supplies to rehouse a collection of original fire insurance maps. Work will conclude in FY2012. The other was a National Endowment for the Humanities grant, awarded via Humanities Texas, to develop lesson plans for seventh-graders based on TSLAC holdings; work will commence in FY11.

At the end of FY09, Chris LaPlante, longtime ARIS Division director and state archivist, retired. Jelain Chubb was hired and began work in June 2010. During the interim, Senior Appraisal Archivist Laura Saegert served as team lead and handled archival functions while Diana Houston, assistant director of Information Services, served as division director.

Sam Houston Regional Library and Research Center

The Sam Houston Regional Library and Research Center, located in Liberty, serves as the regional depository for local government records of archival value for a 10-county region in Southeast Texas.

During FY2010, the center installed moveable shelving, increasing storage capacity for its collections. Work also continued on restoration of the 1860 Miriam Partlow House, a \$200,000 project funded by the Jean and Price Daniel Foundation through the Atascosito Historical Society. In August 2010, longtime center director Robert Schaadt retired.

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Goal Three

To provide for the cost-effective management of all state and local government records. Effective records management within government agencies is the foundation of an accessible government, accountable to its people.

Biennium highlights

State and Local Records Management

The State and Local Records Management Division helps government agencies implement and maintain sound records management programs. Services include training, consultation, storage, imaging and assistance with creating retention schedules.

During FY2009-10, division staff worked with approximately 8,200 state and local governments in Texas to create and maintain records management programs. State agencies realized a cost avoidance of \$212 million by storing records at the State Records Center, which has a 388,000-cubic-foot capacity. At the end of FY2010, 85 agencies had stored 338,702 cubic feet of records, the equivalent of 42,338 five-drawer file cabinets.

In FY2009-10 TSLAC converted 7.8 million document pages to microfilm for clients and delivered more than 24,000 training and consulting hours to state and local government employees. We partnered with other state and federal agencies, including the Governor's Division of Emergency Management and FEMA, to tackle records management issues such as disaster preparation and recovery and digital management of government records. As part of a national program titled "Intergovernmental Preparedness for Essential Records," funded by FEMA through the Council of State Archivists, we provided webinars about identifying essential records and protecting them from disasters.

TSLAC also partnered with both the Texas Department of

Information Resources and the National Archives and Records Administration to host four conferences on electronic records.

Goal Four

To implement a program to ensure the meaningful and substantive inclusion of Historically Underutilized Businesses in all areas of procurement.

Biennium Highlights

Historically Underutilized Business Program

The Historically Underutilized Business program is an integral part of the TSLAC procurement process. The agency's staff ensures HUB procurements remain a priority at all levels of the organization. Our good-faith efforts during the FY2009-10 biennium included the following:

- Routinely searching the Centralized Master Bidders List for potential HUB vendors prior to making contract awards.
- Participating in multiple HUB forums and events, including group discussions with several state agencies.
- Encouraging and assisting new agency vendors to become HUB certified.
- Conducting meetings and training sessions for agency staff involved in procurement.

Though we greatly exceeded the statewide HUB goal in commodities contracts, we were unable to attain statewide goals in professional and other services contracts. Many of the contracts we awarded were proprietary in nature or exempted from competitive bidding. These included statewide licenses for databases, library-specific services offered only through Amigos and contracts for interlibrary loans made on behalf of our agency by public and academic libraries. Some contracts received no bids from certified HUB vendors. We remain committed to doing business with HUB vendors and will seek every opportunity to increase our use of HUB vendors during the FY2011-12 biennium.



Biennial Report, Fiscal Years 2009–2010

Available in alternate format upon request.



Treasures of Texas history coming soon to our lobby



Visit our website for details

1201 Brazos St., Austin

Open Mon – Fri; 8 am – 5 pm

512-463-5455 or www.tsl.state.tx.us

