

# Executive Board Meeting

(Teleconference)

**13 Oct 2009**

3.00pm-4.00pm AEST

## ICOM Australian Committee Incorporated

### Minutes

Version 1.0 9 Dec 2009

1. Attendance			
1.1 Present  (Quorum is 6)	Annette Welkamp		AW
	Chris Nobbs		CN
	Craddock Morton (Chairperson) (minutes)		CM
	Deborah Tout-Smith		DT
	Don McMichael (Treasurer & Membership Secretary)		DMcM
	Frank Howarth (Vice Chairperson)		FH
	James Warden (Public Officer)		JWa
	Jennifer Harris		JH
	Jonathan Sweet		JS
	Nancy Ladas		NL
1.2 Apologies	Lynda Kelly, Roger Garland, Darryl McIntyre		
2. Minutes of last meeting 11 Aug 2009  DECISION 2009-25.	Reviewed and accepted		
	<b>Minutes of Executive Board meeting 11 Aug 2009: Accepted</b> Moved: AW Seconded: NL CARRIED		
3. Actions due	No.	Action	Status
	2007-01	<b>ICOM Australia International Exchange Program:</b> Investigate with CAMD possible sponsorship options	Pending
	2008-01	<b>Governance – delegations:</b> Advise the Executive Board by 11 Mar 2008 of the necessary obligations of delegated powers and any need to formalise the understanding and practice of the Board	Treasurer and Membership Secretary powers resolved. Other delegations to be pursued by RG & DMcM
	2008-10	<b>Publication – 1998 conference:</b> The Executive Board to pursue electronic publication of the 1998 ICOM Conference proceedings.	See agenda item 15
	2008-11	<b>Notice to ICOM Secretariat:</b> The Chairperson to write to the ICOM Secretariat advising of publication.	Pending resolution of 2008-10
	2008-13	<b>Insurance:</b> RG to investigate insurance options for ICOM Australia with Museums Australia by 11 Jun 2008.	MA to resolve options by Dec 2009
	2008-15	<b>Web policy:</b> Pursue the development by Oct 2008 of an ICOM Australia web policy considering the web privacy policy as a separate or possible component to such an overarching policy.	Complete
	2009-01	<b>Web site alignment &amp; review:</b> Pursue options with Museums Australia's for the streamlining of the content, design and management of the ICOM Australia website and keep the Board informed of developments.	Complete

*Approved*

	2009-04	<b>Website content editing &amp; review</b> – LK and CN to work with RG on a needs basis to edit and review the ICOM Australia website content	Complete
	2009-05	<b>Strategic Plan 2010+:</b> Frank Howarth to coordinate the review and redevelopment of the ICOM Australia strategic plan with assistance from a subcommittee comprised of Lynda Kelly, Don McMichael and Darryl McIntyre	See agenda item 6

## A. General business

<b>4. ICOM Australia – Museums Australia joint secretariat – report</b>	CM & DMcM spoke to the paper. <b>NOTED:</b> The report.
<b>5. Web site</b>	
<b>5.1 Update</b>	Progress noted.
<b>5.2 Privacy statement</b>	<b>NOTED:</b> That in section 6.3 the words ‘on an opt in basis’ be added. <b>NOTED:</b> That in section 7.7 b) ii be reworded to clarify its meaning.
<b>DECISION 2009-26.</b>	<b>Privacy statement</b> – The Executive Board approved the ICOM Australia Privacy Statement (version 1.0, 7 Sep 2009) subject to section 6.3 the words ‘on an opt in basis’ be added and the rewording of section 7.7 b) ii Moved: DT Seconded: DMcM CARRIED
<b>5.3 Copyright statement</b>	Discussed and approved
<b>DECISION 2009-27.</b>	<b>Copyright statement</b> – The Executive Board approved the ICOM Australia Copyright Statement (version 2.0, 7 Sep 2009) Moved: CN Seconded: JS CARRIED
<b>5.4 Conditions of purchase</b>	Discussed and noted
<b>6. Strategic Plan 2008-2010 and Business Plan 2009 – update</b>	Deferred to Dec 2009 meeting
<b>7. Museums Australia</b>	
<b>7.1 MA National Conference 2010</b>	AW provided a verbal report. <b>NOTED:</b> That AW would follow-up with HE Nussibeh on potential involvement. <b>NOTED:</b> That JS, DMcM, CM would discuss conference options.
<b>7.2 Sector cohesive approach</b>	AW spoke to the paper. <b>NOTED:</b> The paper.

## B. Reports

<b>8. ICOM Australia Museum Partnerships Program (IAMPP)</b>	Discussed and noted. <b>NOTED:</b> That a suggestion was made to approach Meredith Blake (former Secretary-General of the Pacific Islands Museums Association) to invite her to join the IAMPP Committee.
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9. Membership report																								
9.1 New membership applications  DECISION 2009-28.	DMcM spoke to the paper.																							
	<p><b>New members:</b> The Executive Board accepted the following new members to ICOM Australia and ICOM:</p> <table><tr><td><b>Individual members</b></td><td></td><td><b>Student member</b></td></tr><tr><td>Maria Drossos</td><td>Natalya Maller</td><td>Judy-Ann Moule</td></tr><tr><td>Edwina Jans</td><td>Cherie McNair</td><td></td></tr></table> <p>Moved: DMcM      Seconded: JH      CARRIED</p>	<b>Individual members</b>		<b>Student member</b>	Maria Drossos	Natalya Maller	Judy-Ann Moule	Edwina Jans	Cherie McNair															
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Maria Drossos	Natalya Maller	Judy-Ann Moule																						
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9.2 Current membership numbers	DMcM spoke to the paper. <b>NOTED:</b> The membership statistics.																							
9.3 Subscription rates 2010– Confirmation of out of session decision  DECISION 2009-29.	DMcM spoke to the paper. <b>NOTED:</b> That an out-of-session minute of 21 Sep 2009 was circulated by email to Board members for approval. <b>NOTED:</b> A unanimous response was received.																							
	<p><b>Subscription rates 2010:</b> That the Board’s out-of session decision on subscriptions rates be confirmed.</p> <p><b>Individual Members</b></p> <table><tr><td>Regular Individual (€62 = AUS\$113)</td><td>2010 Subscription</td><td>\$130 (increase of \$10.00)</td></tr><tr><td>Retired Individual (€29 = AUS\$ 52.7)</td><td>2010 Subscription</td><td>\$60 (no increase)</td></tr><tr><td>Student Member (€29 = AUS\$ 52.7)</td><td>2010 Subscription</td><td>\$50 (increase of \$5.00)</td></tr></table> <p><b>Institutional Members</b></p> <table><tr><td>Category A Budget &gt;\$55,000</td><td>2010 Subscription</td><td>\$500</td></tr><tr><td>Category B Budget \$55,000 - \$200,000</td><td>2010 Subscription</td><td>\$600</td></tr><tr><td>Category C Budget \$200,000 - \$2 million</td><td>2010 Subscription</td><td>\$900</td></tr><tr><td>Category D Budget \$2 million - \$20 million</td><td>2010 Subscription</td><td>\$1200</td></tr><tr><td>Category E Budget more than \$20 million</td><td>2010 Subscription</td><td>\$2500</td></tr></table> <p>Moved: DMcM      Seconded: DT      CARRIED</p>	Regular Individual (€62 = AUS\$113)	2010 Subscription	\$130 (increase of \$10.00)	Retired Individual (€29 = AUS\$ 52.7)	2010 Subscription	\$60 (no increase)	Student Member (€29 = AUS\$ 52.7)	2010 Subscription	\$50 (increase of \$5.00)	Category A Budget >\$55,000	2010 Subscription	\$500	Category B Budget \$55,000 - \$200,000	2010 Subscription	\$600	Category C Budget \$200,000 - \$2 million	2010 Subscription	\$900	Category D Budget \$2 million - \$20 million	2010 Subscription	\$1200	Category E Budget more than \$20 million	2010 Subscription
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10. Finances – Treasurer’s report (Oct 2009)	DMcM spoke to the paper. <b>NOTED:</b> That the period for payments in Attachment 1 should read 11 Aug 2009- 9 Oct 2009 <b>NOTED:</b> Income and Expenditure for the Period 11 Aug 2009 to 9 Oct 2009.																							
DECISION 2009-30.	<p><b>Payment ratifications – 11 Aug 2009 – 9 Oct 2009:</b> The Executive Board ratified the payments set out in attachment 1 (Payments made between 11 Aug and 9 Oct 2009 for authorisation) of the <i>Treasurer’s report</i> (Oct 2009):</p> <table><tr><td>Collections Council of Australia</td><td></td></tr><tr><td>For contribution to Blue Shield expenses</td><td>\$550.00</td></tr><tr><td>Link Web Services Pty Ltd</td><td></td></tr><tr><td>For delivery of preliminary beta version of web site</td><td>\$2505.50</td></tr><tr><td>ICOM Paris</td><td></td></tr><tr><td>For subscriptions (including \$32 bank charge)</td><td>\$1830.75</td></tr></table> <p>Moved: DMcM      Seconded: DT      CARRIED</p>	Collections Council of Australia		For contribution to Blue Shield expenses	\$550.00	Link Web Services Pty Ltd		For delivery of preliminary beta version of web site	\$2505.50	ICOM Paris		For subscriptions (including \$32 bank charge)	\$1830.75											
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DECISION 2009-31.	<p><b>Museums Australia members 5% discount for ICOM Australia membership:</b> That 5% discount on 2010 membership subscriptions be made to those Regular and Retired Individual members of ICOM who are also members of Museums Australia</p> <p>Moved: DMcM      Seconded: DT      CARRIED</p>																							
DECISION 2009-32.	<p><b>Treasurer’s report (Oct 2009):</b> The Executive Board accepted the report.</p> <p>Moved: DMcM      Seconded: DT      CARRIED</p>																							

*Approved*

<b>11. Blue Shield Australia</b>	
<b>11.1 Report</b>	JS provided a verbal report.
<b>11.2 MA participation – confirmation of out of session decision</b>	<p>JS spoke to the Executive Board's out of session decision to support the draft Blue Shield Operation Guidelines and Financial Plan and sought confirmation of this decision.</p> <p><b>NOTED:</b> That an email on the subject was circulated to Board members on 23 Sep 2009 and received unanimous support.</p> <p><b>NOTED:</b> That CM would write to Blue Shield</p>
<b>DECISION 2009-33.</b>	<p><b>Blue Shield Australia – operation guidelines &amp; financial plan:</b> That the Executive Board confirm its out of session decision to accept and endorse the draft Blue Shield Operating Guidelines and Forward Plan of Sep 2009.</p> <p>Moved: JS    Seconded: DMcM    CARRIED</p>
<b>DECISION 2009-34.</b>	<p><b>Blue Shield Australia – representative and proxy:</b> That the Executive Board appoint as ICOM Australia to Blue Shield Australia for 2010 Jonathan Sweet as representative and Don McMichael his proxy.</p> <p>Moved: CM    Seconded: DT    CARRIED</p>
<b>12. ICOM Australia – key projects</b>	Noted.

## C. Other business

<b>13. Shanghai World Expo May-Oct 2010 – ICOM participation</b>	<p>The paper was discussed.</p> <p><b>NOTED:</b> That more detail would be sought from Julien Anfruns (Director General, ICOM).</p> <p><b>NOTED:</b> The paper.</p>
<b>14. ICOM Australia Award for International Relations (IAAIR) – prize development</b>	<p>AW provided a verbal report.</p> <p><b>NOTED:</b> That the IAAIR Committee would meet and report in December.</p>
<b>15. ICOM 98 – proceedings</b>	<p>DT spoke to the paper.</p> <p><b>NOTED:</b> The paper.</p>
<b>16. Other items</b>	None

## D. Next meeting: 8 Dec 2009 (3.00pm-4.00pm AEDT) (teleconference)

*Approved*

## Action list

No.	Action	Who	Date required (previous date)	Status
2007-01	<b>ICOM Australia International Exchange Program:</b> Investigate with CAMD possible sponsorship options	CM	Next CAMD meeting	Pending
2008-01	<b>Governance – delegations:</b> Advise the Executive Board by 11 Mar 2008 of the necessary obligations of delegated powers and any need to formalise the understanding and practice of the Board	TM	11 Mar 2008	Well progressed RG & DMcM to pursuing
2008-10	<b>Publication – 1998 conference:</b> The Executive Board to pursue electronic publication of the 1998 ICOM Conference proceedings.	DT	TBC	DT progressing; in consultation with original designers and Bernice Murphy
2008-11	<b>Notice to ICOM Secretariat:</b> The Chairperson to write to the ICOM Secretariat advising of publication.	CM	TBC	Pending resolution of 2008-10
2008-13	<b>Insurance:</b> RG to investigate insurance options for ICOM Australia with Museums Australia by 11 Jun 2008.	RG	Dec 2009 (11 Jun 2008)	MA to resolve options by Dec 2009
2008-15	<b>Web policy:</b> Pursue the development by Oct 2008 of an ICOM Australia web policy considering the web privacy policy as a separate or possible component to such an overarching policy.	RG	7 Oct 2008	Complete
2009-01	<b>Web site alignment &amp; review:</b> Pursue options with Museums Australia's for the streamlining of the content, design and management of the ICOM Australia website and keep the Board informed of developments.	RG	May 2009	Complete
2009-04	<b>Website content editing &amp; review</b> – LK and CN to work with RG on a needs basis to edit and review the ICOM Australia website content	LK CN RG	May 2009	Complete
2009-05	<b>Strategic Plan 2010+:</b> Frank Howarth to coordinate the review and redevelopment of the ICOM Australia strategic plan with assistance from a subcommittee comprised of Lynda Kelly, Don McMichael and Darryl McIntyre	FH LK DMcM DMcI	Dec 2009	

*Approved*

## Decision list (this meeting)

No.	Decision	Date
2009-25	<b>Minutes of Executive Board meeting 11 Aug 2009:</b> Accepted Moved: AW Seconded: NL CARRIED	13 Oct 2009
2009-26	<b>Privacy statement</b> – The Executive Board approved the ICOM Australia Privacy Statement (version 1.0, 7 Sep 2009) Moved: DT Seconded: DMcM CARRIED	13 Oct 2009
2009-27	<b>Copyright statement</b> – The Executive Board approved the ICOM Australia Copyright Statement (version 2.0, 7 Sep 2009) Moved: CN Seconded: JS CARRIED	13 Oct 2009
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