

Executive Board Meeting

(Teleconference)

8 Dec 2009

3.00pm-4.00pm AEST

ICOM Australian Committee Incorporated

Minutes

Version 1.0 16 Feb 2010

1. Attendance			
1.1 Present (Quorum is 6)	Annette Welkamp		AW
	Chris Nobbs		CN
	Deborah Tout-Smith		DT
	Don McMichael (Treasurer & Membership Secretary)		DMcM
	Frank Howarth (Vice Chairperson) (2 nd half of meeting)		FH
	James Warden (Public Officer)		JWa
	Jennifer Harris		JH
	Nancy Ladas		NLRoger
	Garland (National Secretary) (Acting Chair) (minutes)		RG
1.2 Apologies	Lynda Kelly, Darryl McIntyre, Craddock Morton, Jonathan Sweet		
2. Minutes of last meeting 11 Aug 2009	NOTED: That in agenda item 5.2 Privacy Statement the following changes to the minutes are to be made: <ul style="list-style-type: none"> in section 6.3 the words 'on an opt in basis' be added. in section 7.7 b) ii be reworded to clarify its meaning. 		
	NOTED: That in agenda item 8 IAMPP Report the following change to the minutes is to be made: <ul style="list-style-type: none"> NOTED: 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. 		
DECISION 2009-35.	Minutes of Executive Board meeting 11 Aug 2009: Accepted as amended Moved: DMcM Seconded: DT CARRIED		
3. Actions due	No.	Action	Status
	2007-01	ICOM Australia International Exchange Program: Investigate with CAMD possible sponsorship options	Delete from list
	2008-01	Governance – delegations: 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	Publication – 1998 conference: The Executive Board to pursue electronic publication of the 1998 ICOM Conference proceedings.	Final draft to go to Bernice Murphy for review c. 14 Dec 2009 See agenda item 13
	2008-11	Notice to ICOM Secretariat: The Chairperson to write to the ICOM Secretariat advising of publication.	Pending resolution of 2008-10
	2008-13	Insurance: RG to investigate insurance options for ICOM Australia with Museums Australia by 11 Jun 2008.	MA has only received one response from a range of brokers. MA to pursue further

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	2009-05	Strategic Plan 2010+: 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	Initial teleconference held. Discussion paper to be prepared. See agenda item 6
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A. General business

4. AGM 2010	RG provided a verbal report. NOTED: That Disasters ACT (DISACT) was planning to hold a symposium in Canberra on 6 May 2010 and that in this context Museums Australia was considering to hold its AGM on or near this date to maximise possible attendance. NOTED: That it would be opportune for ICOM Australia to similarly hold its AGM at this time. NOTED: That a strategic discussion workshop might be held to coincide with the ICOM Australia AGM.
ACTION 2009-6.	AGM 2010: RG to monitor developments and organise an out of session motion by end Feb 2010 for consideration by the ICOM Australia Executive Board for holding the AGM at an appropriate date, time and place.
5. Web site	
5.1 Update	RG provided a verbal report. NOTED: That the new ICOM Australia website went live on Thu 3 Dec 2010. NOTED: That some fine tuning of the online membership payment system was underway and was expected to be resolved this week. NOTED: That there was positive feedback already from members which was also supported by members of the Board.
5.2 Conditions of purchase and booking statement	RG spoke to the paper. NOTED: That in section 1.3 'On-line' would be amended to 'Online'. NOTED: That reference in section 2.8 to the laws of the ACT were relevant since ICOM Australia was incorporated in the ACT and this was where business transactions were undertaken mostly.
DECISION 2009-36.	Conditions of purchase and booking statement – The Executive Board approved the ICOM Australia <i>Conditions of purchase and booking statement</i> (version 1.0, 7 Sep 2009) as amended. Moved: RG Seconded: AW CARRIED
6. Strategic Plan 2010+ – issues and priorities	DMcM provided a verbal report, pending FH joining the meeting, on a recent teleconference between Frank Howarth, Darryl McIntyre, Don McMichael and Lynda Kelly to discuss the way forward on a review of ICOM Australia's strategic priorities. When FH joined today's meeting he provided further information. NOTED: That the strategic review would consider how ICOM Australia might compliment what others are doing, be cognisant of its limited resources, consider how to share resources with Museums Australia, investigate ways to engage the larger institutional members in further financial support of the joint Secretariat, revisit its international role with a focus on the south Pacific, consider cultural diplomacy options. NOTED: That FH would prepare a discussion paper and organise a face-to-face session with members.
7. ICOM Executive Council nomination – Frank Howarth	Pending FH joining the teleconference, RG outlined FH's proposal to run for 2010 election to the ICOM Executive Council. NOTED: That Australia had not had representation on the Executive Council for some years. NOTED: That FH was not an individual member of ICOM but was the designated representative of the Australian Museum as an institutional member. NOTED: That DMcM had advised FH that he should formalise his designation status with ICOM Paris. NOTED: That FH might consider becoming an individual member.
DECISION 2009-37.	Executive Council - support for Frank Howarth to run for election: That the ICOM Australia Executive Board supports Frank Howarth for nomination to run in the 2010 ICOM Executive Council elections. Moved: DM Seconded: JH CARRIED

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B. Reports																
8. ICOM Australia Museum Partnerships Program (IAMPP)	<p>RG provided a verbal report.</p> <p>NOTED: That RG had edited and updated IAMPP procedural material and posted this to the new web site.</p> <p>NOTED: Previous advice that RG planned to review with the IAMPP committee the 2010 program.</p>															
9. Membership report																
9.1 New membership applications	DMcM spoke to the paper.															
DECISION 2009-38.	<p>New members: The Executive Board accepted the following new members to ICOM Australia and ICOM:</p> <table><tr><td>Individual members</td><td>Student members</td><td></td></tr><tr><td>Jennifer Storer</td><td>Paula Dredge</td><td>James Crawford</td></tr><tr><td>Gemma Beswick</td><td>Claire Tindal</td><td></td></tr><tr><td>Regan Forrest</td><td>Christine Bopp</td><td></td></tr><tr><td>Veronica Bullock</td><td>Carmela Lonetti</td><td></td></tr></table> <p>Moved: DMcM Seconded: NL CARRIED</p>	Individual members	Student members		Jennifer Storer	Paula Dredge	James Crawford	Gemma Beswick	Claire Tindal		Regan Forrest	Christine Bopp		Veronica Bullock	Carmela Lonetti	
Individual members	Student members															
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Veronica Bullock	Carmela Lonetti															
9.2 Current membership numbers	<p>DMcM spoke to the paper.</p> <p>NOTED: The membership statistics for 2009</p> <p>NOTED: The new arrangements for electronic receipt and distribution of subscriptions using the new website and online payment options.</p>															
10. Finances – Treasurer’s report (Dec 2009)	<p>DMcM spoke to the paper.</p> <p>NOTED: That the scholarship/bursary policy need review and that NL and DMcM would progress this.</p> <p>NOTED: That CN and RG would forward to NL relevant documentation.</p>															
ACTION 2009-7.	<p>Scholarship policy: NL to undertake a review of the ICOM Australia scholarship policy and make recommendations to the Executive Board for consideration at the 9 Feb 2010 teleconference.</p>															
DECISION 2009-39.	<p>Payment ratifications – 13 Oct 2009 – 6 Dec 2009: The Executive Board ratified the payments set out in attachment A (Payments made since 13 Oct 2009 for approval) of the <i>Treasurer’s report</i> (Dec 2009):</p> <table><tr><td>Museums Australia Museums Historians</td><td></td></tr><tr><td>Special Interest Group</td><td></td></tr><tr><td>Grant for Global Curator Program</td><td>\$1200.00</td></tr><tr><td>ICOM Paris</td><td></td></tr><tr><td>Final payment of 2009 subscriptions</td><td>\$1526.63</td></tr></table> <p>Moved: DMcM Seconded: JH CARRIED</p>	Museums Australia Museums Historians		Special Interest Group		Grant for Global Curator Program	\$1200.00	ICOM Paris		Final payment of 2009 subscriptions	\$1526.63					
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DECISION 2009-40.	<p>Payment adjustment: The Executive Board approved the adjustment of the payment in Decision 2009-30 (13 Oct 2009) for the ICOM Paris subscription from \$1830.75 to \$1862.75 meeting</p> <p>Moved: DMcM Seconded: AW CARRIED</p>															
DECISION 2009-41.	<p>Budget 2010: The Executive Board adopt the budget as proposed in Attachment B (ICOM Australia draft budget for 2010) of the <i>Treasurer’s report</i> (Dec 2009).</p> <p>Moved: DMcM Seconded: JH CARRIED</p>															
11. Blue Shield Australia – report	<p>DMcM provided a verbal report in the absence of Jonathan Sweet.</p> <p>NOTED: That DMcM participated a recent Blue Shield teleconference as the ICOM Australia proxy which:</p> <ul style="list-style-type: none">considered what may happen with Blue Shield secretariat support once the Collections Council of Australia (CCA) is folded in Jun 2010noted that the rotational chair of Blue Shield falls to ICOM Australia in 2010foreshadowed that Blue Shield would be seeking more funding from pillar bodies in 2010															

Approved

C. Other business

12. ICOM Australia Award for International Relations (IAAIR) – update	<p>AW noted that the next meeting of the committee had been deferred to Feb 2010.</p> <p>NOTED: That a report would be made after the next committee meeting.</p>
13. ICOM 98 – proceedings	<p>DT provided a verbal report.</p> <p>NOTED: That design and compilation of the report was nearing completion and that a final draft would go to Bernice Murphy for editing in approximately one week.</p>
ACTION 2009-8.	<p>ICOM 98 – proceedings – design – final payment: DT would pursue the final invoice from the designer to ensure payment this financial year (i.e. by 31 Dec 2009)</p>
14. Other items	
14.1 Succession planning	<p>JW initiated a discussion on succession planning for the Executive Board in advance of the 2010 AGM.</p> <p>NOTED: That Craddock Morton was retiring from the position of Director, National Museum of Australia and had flagged his intention not to stand for re-election as Chair of ICOM Australia.</p> <p>NOTED: That Roger Garland flagged his intention to not run for the position of National Secretary but retained an interest in remaining on the Board and undertaking the web management role and involvement in the IAMPP</p> <p>NOTED: That Don McMichael was prepared to carry-on as Treasurer and Membership Secretary</p> <p>NOTED: That most other Board members would like to run for another term.</p> <p>NOTED: That Frank Howarth would consider nominating for the position of Chair.</p>
14.2 MA 2010 conference – ICOM speaker	<p>AW noted that she was liaising with Craddock Morton on the possible support by ICOM Australia of a guest speaker from the UAE.</p>

D. Next meeting: 9 Feb 2009 (3.00pm-4.00pm AEDT) (teleconference)

Approved

Action list

No.	Action	Who	Date required (previous date)	Status
2007-01	ICOM Australia International Exchange Program: Investigate with CAMD possible sponsorship options	CM	Next CAMD meeting	Delete from list
2008-01	Governance – delegations: 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	Treasurer and Membership Secretary powers resolved. Other delegations to be pursued by RG & DMcM
2008-10	Publication – 1998 conference: The Executive Board to pursue electronic publication of the 1998 ICOM Conference proceedings.	DT	TBC	Final draft to go to Bernice Murphy for review c. 14 Dec 2009 See agenda item 13
2008-11	Notice to ICOM Secretariat: The Chairperson to write to the ICOM Secretariat advising of publication.	CM	TBC	Pending resolution of 2008-10
2008-13	Insurance: RG to investigate insurance options for ICOM Australia with Museums Australia by 11 Jun 2008.	RG	Dec 2009 (11 Jun 2008)	MA has only received one response from a range of brokers. MA to pursue further
2009-05	Strategic Plan 2010+: 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	Initial teleconference held. Discussion paper to be prepared. See agenda item 6
2009-06	AGM 2010: Monitor developments and organise an out of session motion by end Feb 2010 for consideration by the ICOM Australia Executive Board for holding the AGM at an appropriate date, time and place.	RG	End Feb 2010	
2009-07	Scholarship policy: Undertake a review of the ICOM Australia scholarship policy and make recommendations to the Executive Board for consideration at the 9 Feb 2010 teleconference.	NL	9 Feb 2010	
2009-08	ICOM 98 – proceedings – design – final payment: Pursue the final invoice from the designer to ensure payment this financial year (i.e. by 31 Dec 2009)	DT	31 Dec 2009	

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Decision list (this meeting)

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2009-35	Minutes of Executive Board meeting 11 Aug 2009: Accepted as amended Moved: DMcM Seconded: DT CARRIED	8 Dec 2009
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2009-38	New members: The Executive Board accepted the following new members to ICOM Australia and ICOM: Individual members Jennifer Storer Gemma Beswick Regan Forrest Veronica Bullock Student members Paula Dredge Claire Tindal Christine Bopp Carmela Lonetti James Crawford Moved: DMcM Seconded: NL CARRIED	8 Dec 2009
2009-39	Payment ratifications – 13 Oct 2009 – 6 Dec 2009: The Executive Board ratified the payments set out in attachment A (Payments made since 13 Oct 2009 for approval) of the <i>Treasurer's report</i> (Dec 2009): Museums Australia Museums Historians Special Interest Group Grant for Global Curator Program \$1200.00 ICOM Paris Final payment of 2009 subscriptions \$1526.63 Moved: DMcM Seconded: JH CARRIED	8 Dec 2009
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