

Meeting date, time and place:

2017 ICOM UK Annual General Meeting

6 July 2017, Lecture Theatre, Institute of Archaeology, UCL, London

| Agenda topic | Discussion and outcome | Follow up action/ person responsible timeframe |
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| <p>Minutes of the last AGM</p> | <ul style="list-style-type: none"> Minutes from the 2016 AGM accepted. <p>Moved: William Brown Seconded: Jane Weeks</p> | <p>DA to finalise minutes as PDF.</p> |
| <p>Chair's Report</p> | <ul style="list-style-type: none"> See PowerPoint slides presented by Dr Carol Ann Scott (CS). <p><u>Membership</u></p> <ul style="list-style-type: none"> 11% increase in membership in the last year. 36% increase in membership since appointing a paid membership manager (contract). ICOM UK launched an online membership application and renewal website (hub) in 2016. The system went live in November 2016 (later than expected) but 50% of membership renewals were completed by the end of December 2016 (on target). CS thanked Amanda (contracted membership manager) and Matt (contracted technical manager) for their work on the online membership hub. Applications and renewals for 2017 membership close on 31 July 2017. Applications and renewals for 2018 membership open in October 2017. CS noted the ICOM UK Membership Survey received a 30% response rate. <p><u>Programmes & Projects</u></p> <ul style="list-style-type: none"> The major step change between Year 1 and Years 2-3 for the ACE-funded Working Internationally Regional Project (WIRP) was the WIRP International Travel Grant Scheme. 10 grants were awarded and the report from these visits are on the ICOM UK website http://uk.icom.museum/resources/case-studies/ A wealth of resources produced as part of the | |

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| | <p>WIRP are available on the ICOM UK website http://uk.icom.museum/resources/</p> <p><u>2018 Working Internationally Conference</u></p> <ul style="list-style-type: none"> • The 2018 Working Internationally Conference will take place at the National Museum of Scotland on Wednesday 7 March 2018. • Rob Stein, Executive Vice President & Chief Programme Officer has, in principle, accepted ICOM UK's invitation to speak at the conference. His travel costs will be supported by funding from the British Council. <p><u>Travel Bursaries & Travel Grants</u></p> <ul style="list-style-type: none"> • The ICOM UK Travel Bursaries have been very popular but there has been less take up of the Camilla Boodle Bursary Fund http://uk.icom.museum/about-us/bursaries/ • ICOM UK received 13 applications to the ICOM UK – HWB Travel Grant Scheme for Europe and Greater Europe. The successful applicants will be announced in August. • The ICOM UK – British Council Global Travel Grant Scheme will open for applications in October. <p><u>Profile & Positioning</u></p> <ul style="list-style-type: none"> • ICOM UK now has regular meetings with DCMS (one to date). • CS attended an HLF round table on international work hosted at the British Council. <p><u>Sustainability</u></p> <ul style="list-style-type: none"> • Tonya Nelson is the new Chair as of this AGM until elections in July 2018. • Birthe Christensen has stepped down as Treasurer and Duncan Dornan will take on this role with admin support from the Executive Director. <p><u>Questions and comments from members:</u></p> <ul style="list-style-type: none"> ➤ ICOM UK singled out by ICOM meetings is Paris as a positive example of a National Committee increasing its membership. ➤ Hilary Bauer asked about the regular meetings with DCMS. CS noted meeting in May was the first one and next one scheduled for August/September. CS also noted that Tonya Nelson has good links with DCMS as she is on secondment 2 days per week to work on the digital strategy for | |
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| | culture. | |
| Treasurer's Report | <ul style="list-style-type: none"> • See PowerPoint slides presented by Birthe Christensen (BC). • CS thanked BC for her hard work as Treasurer. • Independent Statement of Accounts circulated in advance of AGM and prepared by Critchelys. • Note the Financial Year is reported January to December even though the membership cycle runs October to July. • Increased activity by ICOM UK means increased complexity of the budget. • ICOM UK has two accounts (one current account and one savings account) and the organisation is run from the current account. • Income from membership fees varies according to the pound/euro exchange rate, which has not been favourable recently. • The Working Internationally Conference has been run on a cost-neutral basis to date. • ICOM UK is not spending excessively and only spending within its means. • Introducing the online membership system did incur a cost but this should make membership management more efficient and free up time in future for membership development. <ul style="list-style-type: none"> • Statement of Accounts accepted. Moved: Mimi Waitzman Seconded: Gina Koutsika • Retain Critchelys as ICOM UK accountants. Moved: Nigel Sadler Seconded: Gordon McKenna <p><u>Questions and comments from members:</u></p> <ul style="list-style-type: none"> ➤ Louise Bacon asked why so few Travel Bursaries awarded when amount available each year is £5,000? Nigel Sadler (NS) noted that one bursary was awarded in 2016 but not claimed until 2017 meaning there is only £4,000 available for Travel Bursaries in 2017. ➤ Mimi Waitzman asked if ICOM UK is required to hold a minimum amount in the savings account as reserves. BC said no and that ICOM UK carefully monitors its cash flow and the current account rarely dips below £30,000. ➤ Mimi Waitzman asked how the £87,000 membership fees are paid to ICOM in Paris. BC said membership fees are received in as they are paid but then paid out to ICOM in Paris in stage | |

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| | <p>payments.</p> <ul style="list-style-type: none"> ➤ Mimi Waitzman asked if ICOM UK should be awarding more Travel Bursaries. NS noted as above re: grants awarded and the amount available each year, noting that that annual amount had already been increased to £5,000. | |
| ICOM UK Membership Survey | <ul style="list-style-type: none"> • See slides presented by Dana Andrew (DA) on ICOM UK website http://uk.icom.museum/news/view/?title=/2017-icom-uk-membership-survey-summary/ <p><u>Questions and comments from members:</u></p> <ul style="list-style-type: none"> ➤ How does the representation data compare with the rest of the sector? | DA to search for sector data to benchmark ICOM UK membership data. |
| Amy Eastwood (AE), Senior Programme Manager, Cultural Protection Fund, British Council | <ul style="list-style-type: none"> • https://www.britishcouncil.org/arts/culture-development/cultural-protection-fund • To date, 22 projects have been funded by the Cultural Protection Fund (CPF) using a total of c. £11 million pounds of funding (1/3 of the CPF). • There has been high interest in running projects in Turkey and Palestine. • Only 25 – 30% of applications to the fund are successful because the fund is so popular. • Large projects are for funding up to £2 million pounds and small projects up to £100,000. • Future funding depends on applications to the fund and how much is left. The British Council is lobbying to secure future funding, and also speaking to other cultural funders around the world who also fund projects and work in the region covered by the CPF. In this way the British Council can avoid duplications, learn from others, and explore opportunities for joined up working. <p><u>Questions and comments from members:</u></p> <ul style="list-style-type: none"> ➤ Is intangible heritage included in the CPF? AE said yes, the CPF covers tangible and intangible heritage. ➤ What is the process for deciding which projects to fund? AE said there is a UK team of grant managers supported by a network in each country participating in the fund plus a small team of external specialist consultants who also review applications. Reports are prepared on the proposals received, which are then sent to the approval panel (British Council and external specialist consultants). ➤ Did the in-country research and surveys take | |

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| | <p>place? AE said this idea had fizzled out but the CPF is still considering digital surveys and documentation gathering.</p> <ul style="list-style-type: none"> ➤ Who can apply to the CPF? AE said any organisation that has a local in-country partner. ➤ Will the fund continue beyond the current round of funding? AE said the British Council has not yet secured funding but it is exploring potential partnerships and funding options. | |
| <p>SARAT presentation by Lutgarde Vandeput, Director of the British Institute at Ankara</p> | <ul style="list-style-type: none"> • http://biaa.ac.uk/research/item/name/sarat • Presentation to be published on ICOM UK website in due course. | |

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