

**107<sup>th</sup> session**  
**Executive Council**  
 Paris (France)  
 5, 9 and 10 June 2005

### **DRAFT MINUTES**

*These Minutes will be formally adopted at the 108th session of the Executive Council in December 2005.*

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Annex 1:	List of Recommendations of the Nominations Committee
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Annex 3:	Report from the National and Regional Organisation Working Group
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*Bold : decisions*

*Bold/italics : actions to be taken*

Alissandra Cummins welcomed members of the Executive Council, as well as the observers present.

#### 1. Adoption of the Agenda

The Agenda was adopted with the following additions:

- questions raised in the Minutes of the 106<sup>th</sup> session;
- form of Executive Council meetings;
- setting up of an Editorial Committee;
- 60<sup>th</sup> Anniversary of ICOM;
- proposed collaboration between the *National Folk Museum* (Korea) and ICOM for the publication of a Journal on Intangible Heritage;
- appointment of a representative of the Executive Council on the AFRICOM Board.

In addition, the item on operational policies will be reviewed at the same time as the *Statutes*.

#### 2. Adoption of the Minutes of the 106th Session of the Executive Council 1st to 3 December 2004, Paris (France)

Jongsok Kim pointed out that a superfluous sentence had been included at the beginning of paragraph 9.1.a, in the English version (page 9).

**The Minutes were approved with this amendment.**

##### 2.1 Questions raised by the adoption of the Minutes of the 106<sup>th</sup> session

- Teresa Scheiner suggested replacing the word "*Manual*" by "*guidelines*", with respect to the organisation of the General Conference (item 9.4 of the Minutes of the 107<sup>th</sup> session). This suggestion will be proposed during the discussion on the item about a Manual for the General Conference (11.d).

- Nancy Hushion raised the issue of proposals to raise funds for introducing Spanish as the third working language. ***The Secretary General reported that this matter was currently being examined and that a document would be circulated,*** together with a

study of the financial resources required to adopt a third working language. The Secretary General added that the Spanish-speaking countries had already replied positively to requests to translate documents at no cost.

- The question of a person to liaise between the Secretariat and the Executive Council for the period 2005-2007 is under study. **Proposals will be submitted to the Council in due course.**

3. Report of the 67th Session of the Advisory Committee [Günther Dembski]

Günther Dembski, Chairperson of the Advisory Committee, submitted a full report of the meeting held from 6 to 8 June 2005. Members took due note of the report and agreed that **in the future the delivery of such reports should focus exclusively on decisions requiring a response from the Executive Council.**

4. Report of the Secretary General [John Zvereff]

The Secretary General gave the floor to members of the Secretariat who presented the activities of their respective sectors: Lysa Hochroth, the new Editor of *ICOM News*; Eloisa Zell, Membership Officer; Jennifer Thévenot, Programme Activities Officer; Carla Bonomi, Web Assistant, and Elisabeth Jani, Documentalist. Executive Council members paid particular attention to the report submitted by the latter since it was felt that the Centre is a vital tool of the Organisation and that **its improvement should be one of the priorities of the Strategic Plan.**

Elisabeth Jani explained that the Centre only kept publications relating to ICOM Committees, UNESCO documents concerning Cultural Heritage, museum directories, relevant national legislation and a few manuals on museology. She informed the Executive Council that catalogues of temporary exhibitions are kept at the Library of the École Nationale Supérieure des Beaux-arts while monographs and periodicals of museological interest are kept at the Documentation Centre of the Direction des Musées de France.

The Executive Council suggested it would be **useful to introduce the Secretariat staff officially to the Advisory Committee at the beginning of the meeting and to publish the Secretariat's organisation chart on the ICOM site.** Photographs could be added with the agreement of the staff concerned.

The President informed members that the Secretary General and Gary Edson are at present drawing up procedures that would enable the staff to settle any possible disputes internally. This **document will be presented to the staff and the Executive Council in due course.**

6. Financial Reports [Nancy Hushion, Treasurer]

The 2004 Balance Sheet and the revised 2005 Budget were adopted by the Executive Council. The next budgets, particularly those for the years 2006 and 2007, will be drawn up in accordance with the Strategic Plan.

The Executive Council debated the proposal to request membership fees to be paid in the Euro currency only. Certain members objected as they felt it would be very difficult for members using "UNESCO vouchers" to pay their dues as these are only issued in dollars.

At the close of the meeting, the Treasurer put forward **a proposal, for discussion in December 2005, outlining a scaled approach to allocations granted to International Committees.**

As for special projects for 2005, the Executive Council approved the recommended list with the corresponding allocations. ***It decided that the directives relating to special projects for 2006 should be updated and made public in June 2005, especially through the ICOM Web site.***

Requests will first be examined by the Secretariat by February 2006 at the latest to advise on the selection of projects meeting ICOM's strategic objectives for inclusion on a short list. The Executive Council, through a selection committee, will then decide on the final list of projects to be financed. Alissandra Cummins reminded members that the group on special projects was usually composed of the ICOM Treasurer, the Chairperson of the Advisory Committee, the President of ICOM, the Secretary General, the Membership Officer, the Programme Activities Officer, and other staff as needed.

**The Executive Council approved the President's proposal that the sums of money not disbursed to the Committees which had not met the necessary requirements since 1997 will be used as follows:**

- **45 000 € for the DRFM Fund**
- **4 100 € for the ICOM Fund**

7. ICOM 2004-2010 Strategic Plan [*Alissandra Cummins & John Zvereff*]

The Executive Council approved, in principle, the Strategic Plan as presented. Members noted that the document, as it presently stands, is primarily intended for ICOM members and does not yet take into account the fact that it will have additional primary audiences or readers. ***The Secretary General was requested to incorporate these concerns in a revised version of the Executive Summary so that it might serve as a "case statement" for potential funders and partners.***

Günther Dembski asked for the ***various suggestions put forward by the Advisory Committee during the separate meetings of the National and International Committees to be taken into consideration.***

8. Implementation of the ICOM 2004-2010 Strategic Plan

A proposal outlining a revised mandate and name for the Programme Committee was discussed. ***Gary Edson was requested to review it as part of the proposed changes to the Statutes.*** The current Programme Committee Chair and members were thanked for their service, which was now completed.

**A. Reports of the Standing Committees**

- *Ethics*

Bernice Murphy, Chairperson of the Ethics Committee, presented her report, which was approved by the Executive Council. ***The Executive Council authorised the Ethics Committee to update its mandate for ultimate consideration by the Council.*** According to Bernice Murphy, the Committee felt the time had come to review the status of past actions adopted by ICOM on the basis of the debates conducted by the Ethics Committee. The objectives would be to ensure compatibility between the objectives, as well as continuity (or the changes in direction occurring over time), and also to raise awareness of ethical questions and the way they are linked to the work ICOM has carried out over many years. The Committee will henceforth adopt a new approach to search for and promote useful case studies, and to prove their effectiveness in solving major ethical problems.

According to the Chairperson, the Ethics Committee examined the proposal submitted by the Legal Affairs Committee on an *International Mediation Process for the Resolution of Disputes*

over the Ownership of Objects in Museum Collections. The Committee followed the progress of this document (elaborated and revised since 2004 by Marilyn Phelan), since the remarkably fruitful joint session (chaired by Geoffrey Lewis) held during the General Conference in Seoul. Suggesting that the two Committees could meet to discuss questions of common interest, she reported that as a result of the debates on this proposal, the Ethics Committee is fully aware of the importance of retaining the specific nature of the various advantages offered through the various Standing Committees. Positions adopted from an ethical or legal point of view on questions of common interest may differ slightly (due to the generally accepted view that professional ethical standards will be, and should be, more rigorous than those laid down by the law). In the circumstances, the Ethics Committee wishes to preserve its strong identity within ICOM, while offering to co-operate in the new crucial work to be undertaken by the ICOM Legal Affairs Committee.

- *MuseDoma*

**The Executive Council decided that letters stating ICOM's position should be written to the following organisations:**

- **UNESCO (Cary Karp and Alissandra Cummins) on the priority ICOM should give to the UNESCO/WSIS programme;**
  - **ICAAN (Cary Karp) concerning an extension plan until October 2006 ;**
  - **The Getty Foundation (John Zvereff, with the support of Cary Karp) applying for funding assistance to ensure the on-going and dynamic character of <.museum> within the context of ICOM's approved Strategic Plan.**
- *Legal Affairs: ICOM's support for the mediation process to solve disputes relating to ownership of cultural property*

Council members took due note of the report of 20 April 2005, entitled « International Mediation Process to Solve Disputes Relating to Ownership of Objects Belonging to Museum Collections », drafted by Marilyn Phelan and presented by the Legal Affairs Committee at the Advisory Committee and Executive Council meetings held in June 2005. **The Executive Council expressed its wish to have the opinion of the Ethics Committee before coming to a decision in its December meeting.**

- *International Committees*

Martin Schaärer presented a report on International Committees. The Council approved in principle the Group's terms of reference, agreeing that the **document be reviewed again in December 2005**, especially by Martin Schärer and Per B. Rekdal, in collaboration with Gary Edson. **The Council also agreed to reorienting and appropriately regrouping the terms of reference in order to follow a precise plan as to their form and content.** Yani Herreman was confirmed to serve as Chairperson of this new Committee. No new International Committee can be established before the Standing Committee becomes operational.

- *Nominations Committee*

[Annex 1]

Knut Wik, Chairperson of the Committee, presented the recommendations and work schedule of the Committee. The two documents were approved by the Executive Council. **The Chairperson agreed to present a report to the Executive Council in December 2005.**

## **B. Reports of the Reform Groups and Task Forces**

[Annexe 2]

The Executive Council studied and endorsed the composition of the new Committees. A number of principles were adopted concerning the composition of the Committees and Groups. The Executive Council approved the proposal to change the French name of Standing Committee (*Comité permanent*) to *Commission permanente* as for December 2005.

- *Revision of the ICOM Statutes and Manual of ICOM's Procedures and Policies*

Gary Edson presented the two complementary documents. Members indicated the need to introduce amendments to certain articles (18:1, 20:6, 10:1, 3:2 and 3:1) and that it was also necessary to include a detailed foreword. ***The Council decided that the advice of a French legal counsel should be sought to ensure that the revised Statutes comply with the French law of 1901 related to associations. The Secretary General, John Zvereff, undertook to find a French legal counsel specialised in this specific domain as soon as the revised document is received from Gary Edson. He would also forward the document to Michel van Praët, who offered to collaborate.***

With regard to the Manual on Procedures and Policies, ***the Executive Council asked that this text be reviewed and re-submitted in December 2005.*** [There was a need to amend sections 3 and 4c.(3)]. In the meantime, ***members should send their comments to Gary Edson who will draw up a work schedule to ensure that these documents are submitted to the Advisory Committee in June 2006 and are ready for the 2007 General Conference in Vienna.***

- *Regional Organisations*

[Annex 3]

The Executive Council approved the report submitted by Gary Edson. It is appended to these Minutes. The Executive Council also expressed their appreciation of the work on Regional Organisations carried out by Hans-Martin Hinz. He is nominated as Vice-Chair of the Task Force.

- *Cross Cultural Matters*

After examining the composition of the Cross Cultural Task Force, it was decided that Amareswar Galla should be confirmed to serve as its Chairman. ***He was requested to produce a draft mandate at least one month before the December 2005 meeting.***

*Editorial Committee*

Lysa Hochroth, Editor of *ICOM News*, presented a draft mandate for this new Committee. ***Members of the Executive Council requested to receive a more detailed document at least one month before the Executive Council in December 2005.***

9. Reports of Partners

9.1. ICOM Foundation

At the beginning of 2005, the ICOM Foundation received a donation of 1,500 dollars, plus the sum of 1041.28 Euros from the Réunion des musées nationaux français in settlement of its share due from the sale of jewellery (produced jointly with ICOM) earned in 2003. The Foundation paid royalties of 206.58 Euros to the museums that had loaned images, leaving a remainder of 780.70 Euros. The major contribution to ICOM's finances from the ICOM Foundation increasingly derives from dues paid directly by the Friends of the ICOM Foundation, amounting to 13,221 Euros (12,741 Euros for dues covering 2005, as well as

480 Euros for 2006, three people having paid in advance) and 1,366 dollars since the beginning of 2005. For the record, the Foundation received 10,995.01 Euros and 703 dollars in 2004.

At present, the Foundation has 82 friends, (including 4 sponsors and 2 people introduced by Nancy Hushion, whom Christine Boël, the President of the ICOM Foundation publicly thanked), compared to only 68 in 2004. The President of the ICOM Foundation reminded members that travel will be the theme for the 2006 diary. ***If certain museums that had contributed generously last year were to acquire copies at a preferential price for the end-of-year sales***, this would be of great assistance to the Foundation.

This being the 60th anniversary, the President declared her willingness to help ICOM within the means of the Foundation.

Allissandra Cummins thanked Christine Boël and said she welcomed any suggestions from the Foundation on how to celebrate ICOM's 60th anniversary. The ICOM President expressed appreciation of the Foundation's constant support for the activities of ICOM.

***Amareswar Galla suggested including a page summarising the sixty years of ICOM's existence in the Foundation's next diary and to turn it into a "souvenir". Christine Boël approved of this idea and asked for a brief history to be sent to her before the end of June 2005.***

Teresa Scheiner pointed out that one of the founders of ICOM, who was of Brazilian origin, is still alive. She felt the 60<sup>th</sup> anniversary was an appropriate occasion to pay a tribute to him – this had already been done in 1996. Allissandra Cummins asked Teresa Scheiner to join forces with Lysa Hochroth and look into the possibility of inserting an article in *ICOM News*.

## 9.2. UNESCO

Laurent Levi-Strauss introduced his colleagues, Minja Yang, Athieh Asgharzadeh, Sandra Acao and Galia Saouma-Forero. At the end of the General Conference, the latter will be responsible, with Laurent Levi-Strauss, for the Museum Programme within the Division of Cultural Heritage. The UNESCO representative referred to the Organisation's collaboration with ICOM, notably, the database on the protection of Iraqi cultural heritage and the training of professionals as part of the international campaign for the creation of the Museum of Nubia in Aswan, Egypt, and the *National Museum of Egyptian Civilisation* in Cairo.

Thanks to extra-budgetary financing from Switzerland, and in partnership with ICOM and experts, UNESCO has started to construct a model database that is simple, reliable and easy to use as a tool to compile an electronic inventory of the collections belonging to the Baghdad Museum. This computer programme could be made available free of charge to other museums in the world to encourage the introduction of new technologies in museum inventories

The 33<sup>rd</sup> session of the General Conference will be held in Paris (France) from 3 to 31 October 2005. Two major decisions taken by the UNESCO Director General will be implemented:

- the merger of the Section on Tangible Culture into the Division of Cultural Heritage, which will now be responsible also for intangible heritage; the budget and staff will therefore be increased;
- the creation of a section devoted to museums within the Division of Cultural Heritage.

This museum programme, financed by the United States in 2003, is headed by Mrs. Minja Yang. An agreement has been concluded with ICOM within the framework of this programme.

Athieh Asgharzadeh, Editorial Assistant of the publication *MUSEUM INTERNATIONAL*, thanked Bernice Murphy and Amareswar Galla for their invaluable collaboration in the preparation of an issue dedicated to cultural diversity. She informed members that a Conference would be organised at the Louvre when this issue is published in September 2005.

She also confirmed the information announced by John Zvereff that UNESCO will distribute copies of *MUSEUM INTERNATIONAL* free of charge to members of the Advisory Committee. ***She added that UNESCO and Blackwell Publishing are investigating the possibility of offering the publication at a special rate to ICOM members.***

Executive Council members took due note of the effective partnership established between the Secretariat and various divisions of UNESCO. ***Alissandra Cummins drew attention to the status of the Documentation Centre and asked for UNESCO's assistance in this matter.*** She also noted that CIDOC, ICOM's Committee on documentation of collections, would have highly valuable input to make on the creation of the Baghdad Museum database.

### 9.3. WFFM

Julia Oh introduced Lila de Chaves, who has been appointed as Secretary General of the WFFM.

The members of WFFM approved a revised version of its Code of Ethics, and it will be published in several languages on the Web site of the Organisation.

On the occasion of its 30<sup>th</sup> anniversary, the Federation published a book containing a selection of artistic works donated to museums by members of the Organisation. There will be a presentation of this publication at the WFFM Congress in October 2005.

Following a change in the legal obligations to be fulfilled by organisations established in Belgium – as is the case of WFFM – a sub-committee has been formed to revise the association's statutes.

Carla Bossi Comelli, President of WFFM, has set up a fund in memory of her late husband, Luigi Bossi, to provide travel grants to attend the WFFM Congress. Over 30 requests were received from 20 different countries, and the Executive Committee has allocated grants to 16 candidates to enable them to participate in the forthcoming Congress. The recipients come from the Dominican Republic, Ecuador, Georgia, Hungary, Latvia, Lithuania, Mexico, Norway, Romania, Russia, Sweden and the United States.

WFFM has set up a working group to prepare the joint session planned for the next ICOM General Conference to be held in Vienna in 2007. In response to proposals made by ICOM in December, WFFM is also prepared to work on joint programmes on themes of mutual interest, such as illicit trade, damage caused by cultural tourism, young people and museums. Any suggestions from ICOM would therefore be welcome.

The WFFM Congress on "Friends and Museums: Facing New Realities" will take place in Seville from 18 to 22 October 2005. The next official meetings (the Council session and General Assembly) of WFFM will be held in Santiago, Chile, from 27 to 30 April 2006.

The Executive Council took due note of this report and thanked Julia Oh for her constant participation in its meetings.

### 9.3. ICCROM (International Centre for the Conservation and Restoration of Monuments)

Rosalia Varoli-Piazza thanked the Executive Council for its invitation. She referred to the

partnership forged between ICCROM, ICOM and the *Getty Conservation Institute* within the framework of the Museum Emergency Programme (MEP). ICCROM is also involved in the course on « *Teamwork for Integrated Emergency Management* », organised in partnership with ICOM and the *Getty Conservation Institute*. A meeting was held on 25 and 26 November 2004 at the headquarters of ICCROM in Rome. Another meeting took place in Bangkok (Thailand) from 30 March to 3 April 2005.

Rosalia Varoli-Piazza informed members of ICOM's Executive Council about ICCROM's programme on the conservation of collections, also covering archives and libraries. Archives are a vital component of both tangible and intangible culture all over the world.

She announced that the International Conservation Committee (ICOM-CC) was now based at ICCROM, thus facilitating professional co-operation.

ICCROM recently created a Conservation Research Group with the objective of strengthening ICCROM's capacity to fulfil its statutory functions of co-ordination, stimulation and dissemination of research. This group collects information and organises meetings. The group has, for example, recently initiated a special day devoted to studying cleaning up operations in all fields, in preparation for the multidisciplinary workshop to be held in 2006.

ICCROM firmly intends to continue developing its activities, as laid down in its statutes, to help promote all categories of heritage.

Executive Council members expressed their appreciation of the work carried out by ICCROM **and announced a plan to forge even stronger links with this Organisation. Discussions are under way between Nicholas Stanley-Price, Director General of ICCROM, and John Zvereff, Secretary General of ICOM to reinforce this collaboration.**

#### 9.4. ICOMOS

Gaia Jungeblodt, Director of the ICOMOS Secretariat, submitted a written report. She welcomed the opportunity to discuss with ICOM the possibility of implementing joint projects, a common membership card, and joint Committees in certain regions. The discussion also focused on the activities of the International Committee of the Blue Shield Committee (ICBS).

Gaia Jungeblodt invited members of the Executive Council to the 15<sup>th</sup> General Assembly and the Scientific Symposium of ICOMOS, scheduled for 17 to 21 October 2005 in Xi'an (China), on the theme of "Monuments and sites in their setting – Protecting natural heritage in changing towns and landscapes". ICOMOS will celebrate its 40<sup>th</sup> Anniversary on this occasion.

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After these reports were presented, the Executive Council **suggested that they should also be submitted, if possible, to the Advisory Committee so that partners are given greater visibility.**

10. Report on National and International Committees and Regional Organizations [*Eloisa Zell, ICOM, Membership Officer*]

#### 10.1. National Committees

##### 10.1.a. re-organized Committees

Following the letters sent to inactive Committees in 2004, the Membership Service received information from several Committees:

- Mauritius – Only three members had paid their dues. However, the office of the Permanent Secretary of the Ministry of Arts and Culture proposes to constitute a New

National Committee. The Executive Council approved the reorganisation of this Committee provided its statutory obligations are fulfilled.

- Ethiopia - Thanks to an initiative by the Chairperson and Board of the National Committee of the United Kingdom (ICOMUK), the Ethiopian Committee can become active again. The Membership Service is waiting to receive the necessary documents to submit this reorganisation to the Executive Council. **The ICOM Secretary General will send a letter to ICOMUK to thank and encourage it to continue this type of initiative.** Other National Committees should also be encouraged to follow a similar course of action.
- Zimbabwe – At the initiative of the Deputy Executive Director of the National Museums and Monuments, the National Committee of Zimbabwe has been recently reorganized. The Committee counts 28 active members.

#### 10.1.b. New Committees

The Executive Council approved the constitution of the National Committees for Georgia and Syria provided they both send the necessary documents to the Secretariat and fulfil statutory obligations.

#### 10.1.c. Committees that have settled their dues

In December 2004, the Membership Officer informed the Council that certain Committees had not yet paid their dues. After a reminder sent to them, the following Committees paid their membership fees and are again active: Chad, Tunisia and the French-speaking section of Belgium. Negotiations are continuing with the National Committee for Jordan.

#### 10.1.d. ICOM Fund

Eloisa Zell thanked the Executive Council for allocating the sum of 4100 Euros to the ICOM Fund. To this should be added the recent donation of 968 Euros contributed by the Swiss National Committee. The Fund now amounts to 7,162.30 Euros. In reply to a request by the Executive Council in December 2004, an article about the ICOM Fund was published in N° 2/2005 of *ICOM News*. During a separate meeting of the National Committees held on 7 June 2005, the Membership Officer also launched an appeal requesting the National Committees to contribute to the Fund.

Alissandra Cummins took this opportunity to thank the Swiss National Committee for its support. **She said it was important for National Committees to be thanked and for this type of assistance to be made known. She also requested the Secretary General to send a letter to this particular Committee, as well as to the French National Committee, which contributes regularly to the ICOM Fund.**

The following National Committees have asked for assistance within the framework of the ICOM Fund:

- Zimbabwe: This newly-reorganized Committee has asked for the payment of the dues of 25 individual members, amounting to a total of 650 Euros since it is entitled to a reduction on membership fees. The Executive Council accepted this request.
- Mali: The Swiss National Committee requested that a part of its contribution be used to settle the dues of the National Committee of Mali. As this Committee has 28 members, the dues amount to 728 Euros. The Executive Council accepted this request.

Once these two sums have been deducted, the ICOM Fund will stand at 5,784.30 Euros.

Eloisa Zell informed the Executive Council that the Australian National Committee had paid

the dues of several individual members from the Pacific Islands. ***The Secretary General will be sending a letter of thanks to this Committee.***

#### 10.1.e. German National Committee

Eloisa Zell reported that institutional members receive three cards in exchange for the dues they pay. In 2002, the German National Committee had asked to receive more than three cards that would be in proportion to the number of museum staff. At that time, the Executive Council had agreed to this request on a temporary basis. The German National Committee has now requested an extension and proposed a long-term solution that could be applied to all institutional members.

Eloisa Zell pointed out that when the German National Committee had originally made its request, there were 90 institutional members. In 2004, 105 members had paid their dues. At present, the Committee has 122 active institutional members.

Alissandra Cummins noted that the Committee had attained its objective to recruit more institutional members. ***She was of the view that this proposal should be studied further to see whether it could be applied on a general basis.*** In the meantime, the Executive Council decided to extend this system until 2006 in order to have sufficient time to analyse the situation.

#### 10.1.f 2006 membership fees

Eloisa Zell informed members that a document drawn up with the help of the Treasurer and the Secretary General had been distributed to members. This document was revised after the discussions on membership fees for 2006, initiated on Sunday, 5 June 2005.

The document recommends applying a 3% increase for all categories of individual members. No increase was recommended for institutional members. This measure could, in fact, lead to a decrease in income of approximately 17,341 Euros.

Some Council members were concerned by the increased membership fees. Others felt that students should pay a higher sum than retirees. Eloisa Zell pointed out that these rates had been approved by the Executive Council in 2002. ICOM had 105 student members in 2004, compared with 41 in 2003.

The German National Committee asked the Council to open the student category to interns so that they too could benefit from the special rate for students.

Although the Executive Council did not object to the principle, it was nevertheless of the opinion that ***the question of students should be examined more closely, especially by the Secretary General and the Membership Service staff, who would then propose solutions.***

The Council felt it was necessary to examine the different categories of institutional members – i.e. sustaining and supporting – to make sure that the membership fees are in keeping with the services received. In this connection, Eloisa Zell informed members that the Gulbenkian Foundation remains an active supporting institutional member (contributing € 4624 in 2004) thanks to the efforts of the Chairperson of the Portuguese National Committee.

The Executive Council decided to increase individual membership fees only by 3%. The Secretariat should make efforts to improve the visibility of the National Committees that have contributed to the ICOM Fund (France and Switzerland), as well as the contributions received from supporting and sustaining institutional members. ***The possibility of mentioning them on the ICOM Web site and linking their sites to that of ICOM's will be considered.***

## 10.2. Regional Organisations

Eloisa Zell reminded members that the Regional Organisations for Central Africa (ICOMAC) and West Africa (CIAO) are no longer active.

Alissandra Cummins wondered whether a Regional Organisation was really necessary since this type of structure may not be suitable for these regions at the moment. However, she felt it was vital to continue organising regional activities and to encourage the countries concerned to work together. This could eventually lead to a solid and effective regional structure. It was therefore important not only to maintain contacts but also to seek other ways of supporting regional activities in these areas.

Gary Edson suggested sending a final notification to these Organisations warning them that they risk being dissolved.

George Abungu proposed making use of existing structures, such as AFRICOM, WAMP, etc. to contact these regions and set up an appropriate structure. Gary Edson agreed with this suggestion, stressing that it was particularly important to find the best means of assisting museum and museum professionals.

***The Executive Council asked the Task Force on National Committees and Regional Organisations to draw up recommendations, with the assistance of the Membership Service, for consideration by the Executive Council.***

The Executive Council decided to continue listing in ICOM News, the names of Regional Organisations currently being reorganised.

Alissandra Cummins thanked the staff of the Membership Service for their efficient handling of members.

## 11. General Conferences

- *Presentation of the final ICOM 2004 Report by a Representative of ICOM SEOUL 2004 Organising Committee*

Jongsok Kim conveyed the apologies of Mr. Chong-pil Choe, who was unable to stay to present the report in person. A revised version of the final ICOM 2004 report is now available. According to the agreement concluded between ICOM and the Organising Committee, one third of the surplus from the Conference should be paid to ICOM. The sum of 11,106 dollars was therefore deposited in the Organisation's bank account. Following the Conference, the Ministry of Culture and Tourism implemented a long-term programme to protect Iraqi tangible heritage. Two curators from the National Museum of Baghdad are at present in Korea, working with curators at the National Museum of Korea. Professor Hongnam Kim, Director of the *National Folk Museum*, sent a letter to Alissandra Cummins requesting the ICOM's collaboration in the project to launch a Journal on Intangible Heritage.

The Executive Council congratulated the ICOM 2004 Organising Committee for the magnificent conference organised in 2004. With regard to the Journal on Intangible Heritage, the Executive Council welcomed the principle of this excellent project and ***asked for a proposal on collaboration with ICOM to be submitted by the Korean National Committee.***

- *Report on the Preparation of ICOM 2007 [Armine Wedhorn]*

Armine Wedhorn reviewed the various phases achieved since the press conference held in

2004. Meetings were held with the Bureau of ICOM-Austria, museum directors, experts and other contact persons to discuss the organisation of International Committee meetings. Armine Wedhorn submitted to the Council the draft programme of the Conference, together with the venues, planned excursions and visits, programme for accompanying persons and ICOM 2007 logo.

She explained that the Conference had been put forward by one week due to an important international medical colloquium, scheduled to start the day after the end of the 2007 Conference. The Conference will therefore be held from 24 to 29 August 2007.

Armine Wedhorn also presented the programme planned for the meeting of the Executive Council, which she drew up with Joëlle Thibet, the Administrative Officer of ICOM.

After taking due note of the report presented by Armine Wedhorn, the Executive Council proposed that a meeting with the Group responsible for preparing ICOM 2007 be convened to discuss the theme of the Conference and potential keynote speakers. The meeting will take place in Vienna (Austria) in December 2005 during the 108<sup>th</sup> session of the Executive Council.

- *ICOM 2010*

The Executive Council duly noted the candidacies of China and Russia for the hosting of the 2010 General Conference. It appointed two representatives, **Nancy Hushion and Michel Van Praët, to work with the Secretariat to review the two hosts' arrangements and readiness to host ICOM 2010. They will also visit both countries to study their candidacies and provide ICOM with an impartial evaluation in June 2006 during the Advisory Committee and Executive Council sessions.**

- *Report on the preparation of the draft Manual of the General Conference and General Assembly [Elisabet Olofsson]*

The Executive Council took due note of the document presented. It suggested that the document should be more flexible and lay down the major guidelines for the organisation of a Conference. The AAM manual on the organisation of conferences, sent to Yani Herreman, could serve as a reference. **The Group will continue its work and present a revised version of this document.**

## 12. Emergency situations

Thomas Schulers, member of the Disaster Relief for Museums Task Force (DRFM) announced that ICOM had taken the initiative of launching an appeal for solidarity following the tsunami that had occurred in December 2004 in Asia. Numerous Committees had responded to the appeal but only three donations had actually been received, including one of 1,800 Euros. According to Thomas Schulers, there are several reasons behind this situation. First of all, time was needed to collect the relevant information. It was, in fact, difficult to indicate to potential donors precisely and rapidly which museums required emergency aid. Furthermore, it turned out that very few museums were affected. Many regional and local resources were available, and not much international aid was required. Thomas Schulers mentioned the work carried out by ASPAC.

The Task Force decided not to set in motion the initially planned fundraising campaign and to concentrate instead on future emergencies. **A report will be written on the post-tsunami situation and the emergencies that have occurred during the last ten years, as well as on museums that have handled a disaster successfully.** This will help the Task Force form a network of experts.

Thomas Schulers asked for the following members to be added to the Task Force:

- Per Kaks (Sweden)
- Corine Wegener (United States)
- Jean-Aimé Rakotoarisoa (Madagascar)

**The Task Force will focus on drafting its terms of reference and will also present a draft information brochure.** With the help of the Museum Emergency Programme (MEP), it will try to determine the tools that need to be developed to provide a solution for museums during and after a disaster. The guidelines of the Task Force will be drafted (before December 2005), as well as a series of recommendations for ICOM.

Thomas Schulers explained the difference between the MEP and DRFM, which intervene respectively before and after emergency situations. According to him, the common points between the two programmes should be defined to ensure that the responsibilities of each side are mutually respected.

Alissandra Cummins thanked Thomas Schulers for his full report and announced that the sum of 45,000 Euros (drawn from unexpended funds held in reserved for approved Special Projects in previous years) will be transferred to the DRFM Fund. **The Task Force will draft the guidelines (before December 2005), as well as a series of recommendations for ICOM.** The Executive Council agreed to appoint Thomas Schuler as Chairperson of the Disaster Relief for Museum Task Force, with Pavel Jirasek serving as Vice-Chairperson.

Several Council members questioned the role of the International Committee of the Blue Shield (ICBS). **An in-depth debate on this topic should be organised for the purpose of defining more clearly ICOM's commitments vis-à-vis the ICBS.**

### 13. Other matters

#### 13.1. Theme of the International Museum Days in 2006 and 2007

Theme of the International Museum Day in 2006: Museums and Young People

Theme of the International Museum Day in 2007: Museums as Foundations of Understanding

#### 13.2. 60<sup>th</sup> Anniversary of ICOM

The Executive Council noted the importance of appropriately commemorating the upcoming 60<sup>th</sup> anniversary of ICOM in 2006, which will be based on the various proposals presented. **Gunther Dembski was asked to jointly co-ordinate these events with the Secretary General. A provisional programme should be available for consideration by the Executive Council at its December meeting.**

**A suggestion was put forward to circulate the list of honorary members through ICOM News and to ask the Editor of the journal MUSEUM INTERNATIONAL to do the same.**

The Council also wished to pay a tribute to the work carried out by women to protect cultural heritage.

#### 13.3. AFRICOM

Chédliya Annabi, Vice-Chairperson, pointed out that AFRICOM was an independent Affiliated Organisation. However, she requested the Council to be kind enough to retain a representative until the next General Assembly.

**The Executive Council appointed Per Rekdal in order to see until the next General Assembly of AFRICOM in 2006, whether the nomination of an Executive Council representative is indeed necessary.**

13.4. Amareswar Galla invited members to attend the International Conference on Ecological, Environmental, Cultural, Economic and Social Viability, which will be devoted to the sustainable development of heritage, cultural tourism and the economy of culture. This Conference will be held in Vietnam from 9 to 12 January 2006.

14. Dates and places of the forthcoming meetings

**108<sup>th</sup> Session:** 5, 6 and 7 December 2005, Vienna (Austria)

**109<sup>th</sup> Session:** 28 May, 1<sup>er</sup> and 2 June 2006, Paris (France)

## **Annex 1**

### **Revised version of the Recommendations adopted by the Advisory Committee in Seoul 2004 (5 June 2005)**

#### Recommendation 1:

A permanent Nomination and Elections Committee should be established and elected by the Advisory Committee in 2007. The name of the committee should be The Nominations and Elections Committee.

#### Recommendation 2:

If a standing Nominations and Elections Committee is approved, membership should not exceed more than seven (7) members:

- 1 Election Officer
- 1 representative from the Secretariat
- 2 representatives from the International Committees and Affiliated Organisations.
- 2 representatives from the National Committees and Regional Organisations.
- 1 Chair of the committee elected by the Advisory Committee

#### Recommendation 3:

The committee members are not eligible to be candidates for the Executive Council. Committee members who wish to be considered as candidates of the Executive Council, will withdraw from the committee before the nominations are opened.

#### Recommendation 4:

The committee shall formulate a clear, brief description of the mandate and procedures of the nomination and election processes.

#### Recommendation 5:

The candidates for the Executive Council should be given the opportunity to present themselves in appropriate manner in all stages of the nominations and elections. Information about each candidate, including and indication of their experience and contribution to ICOM, should be provided to better inform the membership.

#### Recommendation 6:

Propose revision of the statutes relating to nominations and election of the Executive Council, to clarify the role of the Committee in the nomination and election process.

#### Recommendation 7:

Should a member of the Advisory Committee be eventually elected as an officer or ordinary member of the Executive Council, he or she must relinquish this position of the Advisory Committee.

Recommendation number one and seven should require change in the statutes.

## Annex 2

### 06.10.05

107th Session  
5, 9 & 10 June 2005  
Paris (France)

## EXECUTIVE COUNCIL STANDING COMMITTEES, TASK FORCES & WORKING GROUPS

2005-2008

During its 107th Session, held on 5, 9 & 10 June 2005, the Executive Council adopted the following principles for membership in Standing Committee:

- **A Standing Committee shall be comprised of the Chair and 9 members, including Representatives of the Executive Council, maximum ;**
- **A Member of the Executive Council cannot act as Chair of a Standing Committee ;**
- **A Member of the Executive Council cannot have responsibilities in two Standing Committees.**

### I. STANDING COMMITTEES

**The President & Secretary General are (ex officio members of all Standing Committees**

<b>ETHICS COMMITTEE</b>		
<b>Chair</b>	<b>MEMBERS</b>	
<b>Bernice Murphy (Australia)</b>	Abdoulaye Camara (Senegal) Piet Pouw (Netherlands) <b>International Committees :</b> Regine Schulz (CIPEG-USA) <b>National Committees :</b> Eva M. Lauritzen (Norway)	<b>+ 1 member (possibly Spanish speaking) to be appointed</b> <b>Executive Council Rep:</b> Elisabeth Olofsson Michel Van Praët Rick West
<b>FINANCES &amp; RESOURCES COMMITTEE</b>		
<b>Chair</b>	<b>MEMBERS</b>	
<b>Robert Spickler (Canada)</b>	Kristin Kelly (USA) David Fleming (U.K.) Dominique Ferriot (France) Llwellyn Gill (Saint Lucia) <b>International Committees:</b> -Bernard Blache (CIMUSET) <b>National Committees:</b> Albert Scheffers (Netherlands)	<b>Executive Council Rep.:</b> Marie-C van der Sman (Netherlands) <b>Ex officio:</b> Nancy Hushion, ICOM Treasurer <b>ICOM Sec :</b> S. Delice Accountant)

<b>LEGAL AFFAIRS &amp; PROPERTIES COMMITTEE</b>		
<b>Chair</b>	<b>MEMBERS</b>	
<b>Patrick Boylan (UK)</b>	John MacAvity (Canada) Trevor Carmichael (Barbados) Marilyn Phelan (USA) Dr. Laurence Massy (Belgium) <b>International Committees :</b> -Jean-Yves Marin (ICMAH)	<b>National Committees :</b> Mila Popovic (Serbia&Montenegro) Virgil Nitulescu (Roumania) <b>Executive Council Rep.:</b> George Abungu (Kenya) Jongsok Kim (Korea)
<b>INTERNATIONAL COMMITTEES</b>		
<b>Chair</b>	<b>MEMBERS</b>	
<b>Yani Herreman (Mexico)</b>	Sandra Lorimer (Canada) Ben Koevoets (Netherlands) Lina Nagel (Chili) <b>International Committees:</b> Timothy Mason (INTERCOM)	<b>National Committees:</b> Pascal Makambila (Congo) <b>Executive Council Rep.:</b> Martin Schaerer Per Rekdal

## **II. TASK FORCES**

**The President & Secretary General are ex officio members of all Task Forces**

<b>NATIONAL COMMITTEES AND REGIONAL ORGANISATIONS</b>		
<b>Chair</b>	<b>MEMBERS</b>	
<b>Gary. Edson (Executive Council)</b>	In-Kyung Chang (Chair ASPAC) Luis Bolcato Custódio (Brazil)	Peggy McGeary (Barbados) Ralf Ceplak <b>Executive Council Rep.:</b> Xiangyi Li
<b>Vice-Chair Hans – Martin Hinz (Executive Council)</b>	Amelia Arnelli de Rodriguez Chédli Annabi (Tunisia) Luis Repetto (Chair ICOM-LAC)	<b>ICOM Sec:</b> E. Zell J. Thévenot

<b>CROSS-CULTURAL ISSUES</b>	
<b>Chair</b>	<b>MEMBERS</b>
<p><b>Amareswar Galla (Executive Council)</b></p> <p><i>Note: it was agreed that, exceptionally, this Task Force would have 11 members. The Chair will inform in December if the number can be reduced to 9</i></p>	<p>Corozon Alvina (Philippines) Adi. M. Ratunabuabua (Fiji Islands) An Laishun (China) Christine Hemmet (France)</p> <p>Henri Jatti Bredekamp (South Africa) Lina Tahan (Lebanon) Pascal Makambila (Congo) Lucia Astudillo de Para (Ecuador)</p> <p><b>Executive Council Rep.:</b> Teresa Scheiner (Brazil) Rick West (USA)</p> <p><b>ICOM Sec:</b> Jennifer Thévenot</p>
<b>DISASTER RELIEF FOR MUSEUMS</b>	
<b>Chair</b>	<b>MEMBERS</b>
<p><b>Thomas Schuler (Germany)</b></p> <p><b>Pavel Jirásek (Czech Rep.), Vice-Chair</b></p>	<p>Jorgen Wadum (Denmark) Paal. Mork (Norway) Jean-Aimé Rakotoarisoa (Madagascar) Corinne Wegener (USA) <i>Per Kaks?</i></p> <p><b>Executive Council Rep:</b> Amareswar Galla Elisabet Olofsson (Sweden)</p> <p><b>ICOM Sec:</b> John Zvereff Carla Bonomi Cristina Menegazzi Jennifer Thévenot Eloisa Zell</p>

### III. WORKING GROUPS

*The President & Secretary General are ex officio members of all Working Groups*

<b>REVISION OF ICOM STATUTES</b>	
<b>Chair</b>	<b>MEMBERS</b>
<b>Gary Edson</b>	Teresa Scheiner Martin Schaerer
<b>ICOM 2007</b>	
<b>Chair</b>	<b>MEMBERS</b>
<b>Alissandra Cummins (ICOM President)</b>	<p>Günther Dembski (Advisory Chair)</p> <p>Nancy Hushion (Executive Council Canada)</p> <p>Jongsok Kim (Executive Council Korea)</p> <p><b>International Committees:</b> Paal Mork (MPR)</p> <p><b>National Committees:</b> Miklós Cseri (Hungary))</p> <p><b>ICOM Sec.:</b> John Zvereff, Joëlle Thibet Eloisa Zell</p>

**Annex 3**  
**Task Force on Regional Organizations**  
**Report by Gary Edson**

**Introduction:**

Members of the Task Force on National Committees and Regional Organizations met with representatives of Regional Organizations during the triennial meeting in Seoul. At the December meeting of the Executive Council, President Cummins directed the Task Force to continue to investigate the role of Regional Organizations. President Cummins allowed the restructuring of the Task Force due to the nature of the charge and the unavailability of some previous members. The Task Force exchanged information by email for nearly four months and organized a meeting of members to be held in Paris at the time of the June meeting, followed by a meeting with the Presidents of Regional Organizations.

The exchange of information has focused on the role of Regional Organizations, and how they might be a more effective, efficient, and purpose driven element of ICOM. This report is an abbreviated summary of ideas exchanged between Task Force members. It is a preliminary review of the topic, and is not to be considered a definitive analysis of the Regional Organizations issue.

**Review of Survey:**

A review of the survey of National Committees provided the following information:

- Of the National Committees responding, 70% reported having a working relationship with an ICOM Regional Organization.
- Of the National Committees responding, 74% reported the interaction with Regional Organizations was beneficial to their members.
- Of the National Committees responding, 57% reported that members considered Regional Organizations to be a resource.
- Of the National Committees responding, 12% reported being willing to contribute financial support to Regional Organizations.

PLEASE NOTE: The percentages noted are based on the number of National Committees responding to each question, and that number varied.

**The role of Regional Organizations:**

Only about 10% of the ICOM membership participates in the triennial conference, and this percentage has not changed significantly for the past 15 years. The Regional Organizations can play a larger role in providing a voice for members in the different regions by bringing together museum professionals to share ideas and concerns and to address pertinent topics. Although 70% of the National Organizations report interaction with a Regional Organization, only 57% report that members consider Regional Organizations to be a resource.

Regional Organizations should not be viewed as a substitute for the main body of ICOM, but properly organized and managed they could act as a more effective link in the process of communication and administration. Many National Committees view the role of Regional Organizations as being so unclear and ineffective that they would rather contact Paris directly for issues that could be resolved at a regional level. A more efficient and effective Regional Organizations structure could facilitate membership interaction and relieve an amount of work for the Secretariat.

**Model Rules:**

The Model Rules for Regional Organizations state that the aims of the Regional Organizations are to:

1. Provide a forum for exchange of information and cooperation between National Committees in the region;
2. Provide the framework for cooperation between museums, museum training centres, and museum professionals in the region;
3. Assist ICOM on the development and implementation of its programs with special reference to the needs and circumstances of the region;
4. Assist National Committees in the region and any International Committees of ICOM active in the region in the implementation of their programs.

These are meaningful objectives but as has been demonstrated, success of many ICOM activities often depends on one or two persons willing to take a strong leadership role, and this is true of Regional Organizations. Part of the current difficulty is the generalized guidance provided by the Statutes. In an effort to allow flexibility and to give consideration to the different needs of different regions, the Statutes, Article 15, and the Model Rules for Regional Organizations define the structure of Regional Organizations, but give little guidance for fulfilling the described tasks. Furthermore, there are no clearly defined checks and balances that can guide the Regional Organizations in an accountable, as well as, an effective and efficient manner.

**Discussion Issues:**

Should the Secretariat invest its effort in the activation and reactivation of Regional Organizations? Should that be a recommendation from the Task Force? Certainly the Secretariat can play a major role in the resurgence of a dormant or inactive Regional Organization. Added regional focus, such as the triennial meetings can reinforce the Regional Organizations as demonstrated in Korea. If the Regional Organizations are to play a greater role in ICOM, what is to be done to make that happen, and what role should they have?

A decision must be made to determine whether Regional Organizations are to be a priority and whether they are to be strengthened as integral elements of the organization. If they are not a priority, things can continue as they are with some successes and some failures.

**Recommendation:**

The Task Force should continue its review of the role of Regional Organizations. The review should give careful attention to the work of the Secretariat as a vital element in the link between the regional activities and the strategic plan of ICOM. The Task Force should develop policies for the mission, operation, responsibility, and representation of Regional Organizations within ICOM. Once the issues relating to the governance and accountability have been resolved to the satisfaction of the Executive Council, consideration should be given to the issues of financial support and voting privileges for Regional Organizations.

Members of the Task Force

Eloisa Zell

Jennifer Thévenot

Yani Herreman

Hans-Martin Hinz

Yi Xiangyi

Gary Edson, Coordinator

#### **Annex 4**

*107<sup>th</sup> Session of the Executive Council*

*9-10 June 2005*

*Paris (France)*

List of the Strategic Plan actions followed by Executive Council members\*

*This list was updated by Council members during their meeting held in December 2005 in Vienna (Austria)*

Name	Objective 1	Objective 2	Objective 3
Amareswar Galla			11
Martin Schaerer	4 ; 5 ; 8	7 ; 8	
Nancy Hushion		10 ; 11	5 ; 6 ; 7
Georges Abungu	6		12
Gary Edson		12	1 ; 12 ; 14
Hans-Martin Hinz		6	4
Jongsok Kim	6	5	6
Xiangyi Li		2 ; 4 (action 4)	
Elisabet Olofsson	9	9	9 ; 10
Per Rekdal	4 ; 5	7 ; 12 ; 8	4
Teresa C. Scheiner	6 ; 11 ;	2 ; 6 ; 7 ;	11 ; 3
Marie-Christine van der Sman		2 ; 5 ; 10	8
Michel van Praët	1 ; 2 ; 3		
Richard West	8 ; 10	1 ; 2 ; 4 ; 10	11
Günther Dembski			2 ; 13

*The President of ICOM and the Secretary General are to be involved in all the actions of the Strategic Plan*

## Annex 5

### TREASURER'S REPORT ICOM EXECUTIVE COUNCIL JUNE 5 - 9, 2005

(Short form of PowerPoint presentation)

**(Unless otherwise noted, all figures are in euros)**

#### OVER-VIEW OF REPORT

1. Review and Approval of the 2004 Statement of Income and Expenditures
2. Update on the Targets set in Dec. 2004
3. Revised 2005 Budget / Actuals to Date
4. ICOM Special Project Grants

#### 1. REVIEW / APPROVAL OF THE 2004 STATEMENT OF INCOME AND EXPENDITURES

##### i) Balance Sheet at 31/12/05 (Document 2005 / SEC 03)

	2003	2004
ASSETS (net total)	2,033,125	1,812,553
LIABILITIES (net total)	2,003,125	1,812,553

##### ii) Statement of Income and Expenditures 2004

REVENUES	BUDGET	FY 2004
Operations	1,365,353	1,809,355
Programs	378,958	214,067
TOTAL REVENUE	1,744,311	2,023,396
EXPENSES		
Operations	1,590,509	1,720,427
Programs	359,353	237,382
TOTAL EXPENSES	1,949,862	1,957,809
SURPLUS/DEFICIT	- 205,551	65,587

##### iii) Statement of Income and Expenditures 2004: Financial Operations

	BUDGET	FY 2004
Bank Interest/Income	20,000	40,486
Contingency for exchange rate loss	5,000	216,211
FINANCIAL RESULT	15,000	- 175,726
SURPLUS/DEFICIT	- 190,551	- 110,139

## 2. UPDATE ON THE TARGETS SET IN DECEMBER 2004 / PRINCIPLES AND PRIORITIES

1. Transparency
2. Accountability
3. Diversification of revenue sources
4. Change in Budget presentation format and improved information on Administration versus Program costs
5. Sound management of ICOM's financial resources
6. "Reserve fund" requires immediate attention

### Annual/Accumulated Surplus Deficit

	2000	2001	2002	2003	2004
Surplus/Deficit	42,955	60,114	147,139	- 106,535	- 110,139
Acc.Surplus/Deficit	748,681	808,785	955,934	849,399	739,260

### ASSETS – 2000 / 2004

	2000	2001	2002	2003	2004
Investments	656,667	658,238	623,776	520,312	207,047
Cash	800,755	632,331	986,919	933,177	1,581,146
TOTAL	1,457,422	1,290,569	1,610,695	1,453,489	1,788,193

### KEY WORDS/DEFINITIONS

**Working capital:** cash and/or short-term investments designed to cover cash flow needs

**Reserve Fund:** longer-term investments to protect and grow ICOM's capital

**Extra-budgetary**

### ACTIONS TO DATE IN 2005

#### A. CASH

Because ICOM's expenses are in €

- All requests and reports are stated in €
- US \$ (total as of 10/4/05 \$1,234,000) converted to € as follows:  
\$400,000 in April
- Remainder in 2 transactions before June (\$834,000)

#### B. INVESTMENTS

Plan is to invest € 700 000 in BNP long term investments (capital guaranteed, yield 0 – 17% annually – average 10%) as Reserve Fund

Remainder in short-term for Working Capital

**Policy decision needed on currency for payment of membership fees**

### 3. 2005 REVISED BUDGET PROJECTIONS

REVENUES	Actual 2004	December 2004	June 2005
Operations	1,809,355	1,816,268	1,884,568
Programs	214,041	490,874	460,134
<b>TOTAL REVENUE</b>	<b>2,023,396</b>	<b>2,307,142</b>	<b>2,344,702</b>
EXPENSES			
Operations	1,737,416	1,845,984	1,946,832
Programs	220,392	437,994	397,870
<b>TOTAL EXPENSES</b>	<b>1,957,808</b>	<b>2,283,978</b>	<b>2,344,702</b>
<b>SURPLUS/DEFICIT</b>	<b>65,588</b>	<b>23,164</b>	<b>0</b>

#### 2005 Revised Budget Projections

	Actual 2004	Dec. 2005 Budget	Rev. 2005 Budget
Surplus/Deficit	65,588	23,164	0
Financial Income	34,192	17,000	37,130
Financial Expenses	- 209,918	- 40,000	- 38,668
Final Result	-110,138	164	- 1,537

#### IMPLICATIONS/RECOMMENDATIONS

- a) Exchange rates must be set more frequently – **Agreed, and switched to euro base**
- b) Hedging for Euros must be investigated – **not necessary**
- c) \$US are to be immediately converted to euros when received, for next 3 months minimum - done
- d) Estimate established immediately for 6 month working capital needs; remainder of funds to be placed in short-term, income-bearing account - **done**
- e) Investment Committee to be researched – done - **F&R Committee for action.**
- f) Cash flow projections for 2005 be prepared immediately and kept current - **done.**
- g) Quarterly financial reports to be prepared and forwarded to Executive Council; monthly reports to President and Treasurer. Weekly "bulletin" re exchange rates etc. from SG to Treasurer – **not yet current**

- h) Research the implications of collecting all membership dues in euros; decide latest June 2005 and inform members immediately - **URGENT**.
- i) Approval of 2005 Revised Budget

**FURTHER ACTIONS**

- a) 2006 Budget projections based on Strategic Plan to be prepared through the summer and sent to Executive Council in September
- b) 2007 Budget Projections to be presented to the Executive Council and Advisory Committee in June 2006
- c) Two separate sets of three year projections for the Strategic Plan (reasonable and ambitious) will be prepared for the review of the Finance and Resources Committee by this Fall
- d) Income from Reserve Fund will be re-invested in the Fund

Nancy Hushion

**Annex.6****Extra documents distributed during the 107<sup>th</sup> session of the Executive Council**

Document's Title	Name of the person who distributed the document
Draft Process Manual, organisation of a General Conference	J. Thibet
Key points from the Finance & Resources committee meeting	N. Hushion
Special projects review & special projects recommendations 2005	N. Husion
ICOM Strategic Planning	N. Hushion
List of members Task Forces & Working groups of the Executive Council and Advisory committee(working doc.)	J. Thibet
Terms of reference Working Groups/Task Forces	J. Thibet
Membership dues for 2006	E. Zell
Annex A, revised list of membership subsidies for 2005 (november 2004)	E. Zell
Annual Allocations for International committees	N. Hushion
Publications Committee mandate	L. Hochroth
UNESCO-ICOM Information Centre	E. Jani
ICOM Vietnam-60 <sup>th</sup> anniversary celebration of ICOM	A. Galla
Memoramdum between INTERPOL and ICOM	J. Zvereff
Flash Info 100-2005 UNESCO on second meeting of Ministers of Culture of Asia and Europe (ASEM)	Lysa Hochroth
Flash Info 102-2005 UNESCO-Préparation de la 2ième phase du sommet mondial sur la Société de l'information (SMSI)	Lysa Hochroth



**LISTE DES PARTICIPANTS / LIST OF PARTICIPANTS**

*107<sup>e</sup> session du Conseil executive / 107<sup>th</sup> Session of the Executive Council*

*Paris (France)  
9 - 10 juin / June 2005*

**PRESIDENT :**

Alissandra Cummins (Barbade/*Barbados*)

**VICE-PRESIDENTS :**

Amareswar Galla (Australie/*Australia*)

Martin R. Schaerer (Suisse/*Switzerland*)

**TRÉSORIER/TREASURER :**

Nancy Hushion (Canada)

**MEMBRES/MEMBERS :**

George O. Abungu (Kenya)

Gary Edson (Etats-Unis/*United States*)

Hans-Martin Hinz (Allemagne/*Germany*)

Jongsok Kim (République de Corée/*Republic of Korea*)

Elisabet Olofsson (Suède/*Sweden*)

Per Bjørn Rekdal (Norvège/*Norway*)

Tereza Scheiner (Brésil/*Brazil*)

Marie-Christine van der Sman (Pays-Bas/*Netherlands*)

Michel van-Praët (France)

Li Xiangyi (Chine/*China*)

W. Richard West, Jr. (Etats-Unis/*United States*)

**EX-OFFICIO :**

Günther Dembski (Autriche/*Austria*)

**OBSERVATEURS/OBSERVERS :**

Chedlia Annabi (AFRICOM/Tunisie/*Tunisia*)

Sid Ahmed Baghli (Algérie/*Algeria*)

In-Kyung Chang (ASPAC/République de Corée/*Republic of Korea*)

Pascal Makambila (Congo)

Peggy L. McGeary (Barbade/*Barbados*)

Lina Tahan (Royaume-Uni/*United Kingdom*)

Armire Wehdorn (Autriche/*Austria*)

**FONDATION ICOM / ICOM FOUNDATION**

Christine Boël (Belgique/*Belgium*)

**FMAM / WFFM (Fédération mondiale des amis de musées/*World Federation of Friends of Museums*) :**

Lila de Chaves (Grèce/*Greece*)

Julia Oh (Singapour/*Singapore*)

**ICCROM (Centre international d'études pour la conservation et la restauration des biens**

**culturels/International Centre for the study, the conservation and restoration of cultural properties)**

Rosalia Varoli-Piazza (Italie/Italy)

**ICOMOS (Conseil international des monuments et sites/International Council on Monuments and Sites)**

Gaïa Jungeblodt (France)

**UNESCO**

Atieh Asgharzadeh (Revue *Museum International*/Museum International Magazine)

Sandra Acao (Revue *Museum International*/Museum International Magazine)

Minja Yang (Chargée de mission, Secteur de la Culture/Chargé de mission, Culture Sector)

**SECRETARIAT DE L'ICOM/ICOM SECRETARIAT :**

Julien Adnet (Stagiaire, Activités de programmes/Intern, Programme Activities)

Margarida Ascenso (Employée de bureau/Clerk)

Carla Bonomi (Webmestre/Webmaster)

Victoria Carbone (Service des membres/Membership Service)

Tito Chan (Secrétaire du Service des membres/Membership Service Secretary)

Sylvie Delice (Comptable/Accountant)

Lysa Hochroth (Rédactrice trilingue/Trilingual Editor)

Thomas Jandia (Secrétaire/Secretary)

Elisabeth Jani (Documentaliste/Documentalist)

Jennifer Thévenot (Responsable des activités de programme/Programme Activities Officer)

Joëlle Thibet (Responsable administrative/Administrative Officer)

Eloisa Zell (Responsable du Service des membres/Membership Service Officer)

John S. Zvereff (Secrétaire général/Secretary General)