



**127^e session du Conseil exécutif
Paris – 12-13 décembre 2013**

**127th session of the Executive Council
Paris – 12-13 December, 2013**

Minutes & records of decisions

Members attending:

Prof. Dr Hans-Martin Hinz (Germany), President
Prof. Dr Tereza Cristina M. Scheiner (Brazil), Vice-President
Anne-Catherine Robert-Hauglustaine (France), Treasurer
Dr Ossama A. W. Abdel Meguid (Egypt)
Prof. Dr Laishun An (China)
Inkyung Chang (Republic of Korea)
Luisa de Peña Diaz (Dominican Republic)
Willem De Vos (Belgium)
Alberto Garlandini (Italy)
Goranka Horjan (Croatia)
Merete Ipsen (Denmark)
Peter Keller (Austria)
Diana Pardue (US)
Prof. Dr Regine Schulz (Germany)

Suay Aksoy (Turkey), Chair of the Advisory Committee, ex officio member of the Executive Council

Hanna Pennock was present in her capacity of acting Director General.

Aedín Mac Devitt was recording secretary for the meeting.

The session began on 12 December, 2013 at 10.00 am.

PRESIDENT'S INTRODUCTORY REMARKS

The President welcomed all members of the Executive Council present, and participants were informed that Dr George H. Okello Abungu (Kenya), Vice-President, was not able to attend due to the death and final send off of Nelson Mandela. Dr Abungu sent his apologies, and at his request, a minute's silence was observed for Tata Nelson Madiba Mandela.

1 - AGENDA

The President confirmed that the invitation and the agenda for the meeting, as well as the working documents, had been delivered to all participants on time.

Goranka Horjan asked why the adoption of Daniele Jalla's report on the Secretariat was not on the agenda and commented that she had not received the new Strategic Plan.

The President confirmed that work on the new Strategic Plan would start at the beginning of 2014, and that Daniele Jalla's report was included in the item on the new structure of the Secretariat.

Decision 127-01

The Executive Council approved the agenda as presented.

2- MINUTES OF THE 126th SESSION, 10 AUGUST 2013, RIO DE JANEIRO, BRAZIL

The minutes were distributed to all members via e-mail and the following amendments were requested:

- ✓ Regine Schulz asked that on page 5, in relation to the discussion on the management of the bursaries prior to the General Conference, in her suggestion “that the EC examine what went wrong in this situation and to learn from it” the words “report on it” should be included because it was important to have something written;
- ✓ With regard to Item 3, Goranka Horjan asked that the word “oral” should be added before “report” in the title. She also said that she had a problem with the word “recommendations” in Decision 126-03 because the recommendations were not listed anywhere in the text. A discussion ensued with everyone agreeing to replace “recommendations” with “oral report”.

Decision 127-02

The Executive Council approved the minutes of the 126th session taking into account the requested changes, which will be integrated into the online version.

3- PLANNING FOR THE NEXT EXECUTIVE COUNCIL MEETINGS

The President introduced the item by explaining that during the last three years the Executive Council had met three times a year, but that in former years there had been only two meetings per year. He confirmed that in 2014 the December meeting would take place in Milan, Italy.

He said that there had been some complaints with having to meet three times a year due to expense, etc. He said that at one stage the Executive Council session had been held in conjunction with the June meetings but that people complained of having to stay in Paris too long. He asked participants to express what they think would be the best solution so that next year’s meetings could be planned.

Many participants felt that meeting three times a year was indeed a challenge due to travel and expense, and some asked for greater e-mail exchange or video conferencing to compensate. Others expressed the need for face-to-face discussion as depending on where people live, digital or video communication can be difficult.

Some suggested the idea of having a longer meeting before or after the June meetings, but others felt it was too much to have meetings of this length and that it would be difficult to stay in Paris so long.

The Treasurer said she was in favour of two meetings, but suggested that an extraordinary meeting be held in March or April 2014 to discuss the organisation’s finances and the transfer of DG functions as of 1 May. It was also suggested that the Secretariat should be more involved in the meetings.

The President said that if there was something urgent to discuss, there was always the possibility of an email discussion, as was done in 2013.

There was a suggestion to have one meeting a year outside Paris. The President asked members to consider the possibility of a meeting in conjunction with the AFRICOM General Conference in 2015.

As there was no clear consensus on whether two or three meetings should be held on a yearly basis, it was decided that in 2014, three meetings would be held as follows:

- ✓ The first on 4 and 5 April in Paris;
 - ✓ The second before the June meetings: 31 May (afternoon) and 1 June, in Paris; and
 - ✓ The third in Milan, Italy on 11-12 December, followed by visits to the General Conference site and discussion with the ICOM Milan 2016 Organising Committee on 13-14 December.
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Decision 127-03

The Executive Council approved the dates of the three meetings to be held in 2014: 4-5 April; 31 May-1 June; and 11-12 December in Milan, Italy, followed by visits to the General Conference site and discussion with the ICOM Milan 2016 Organising Committee on 13-14 December.

4- TASKS AND ROLE OF THE EXECUTIVE COUNCIL MEMBERS

Samia Slimani, Head of the Legal Department at the Secretariat gave a presentation explaining the following points:

- ✓ The role and missions of the ICOM Executive Council;
- ✓ The role and missions of ICOM's Bureau; and
- ✓ Legal liabilities of ICOM's Directors*.

She first indicated that according to the French 1901 Association lawⁱ and the ICOM Statutes and Internal Rules and Regulations the President and DG are the persons legally liable for the management of the organisation. She also explained that EC members had been translated into English as Board of Directors in the document presented, but that this does not refer to any directors in the Secretariat.

In explaining the role and missions of the EC, she reminded members that the Statutes make up the organisation's constitutional law. The Internal Rules and Regulations, on the other hand, provide details for which lower-level legislation is required. Although not compulsory, Internal Rules and Regulations are quite common practice within the French association framework. If there were to be any changes to the Statutes, an Extraordinary General Assembly would need to take place. The EC is competent to adopt and modify the Internal Rules and Regulations, however. She told members that she would remind them of the more specific tasks related to the General Conference in Milan nearer the time, as these tasks related to the elections and appointment of honorary members.

The appointment and duration of the mandate of the EC was then discussed. Samia Slimani explained that *ex-officio* members attend and participate in meetings but have no voting powers.

When asked whether the duration of the mandates concerns the *ex-officio* members or not, she replied that the wording of Article 11 was ambiguous but that in paragraph 2 the last sentence seems to include the *ex-officio* as a member of the EC subject to the same mandate duration limits. A discussion ensued as to whether an *ex-officio* member should have voting powers or not. The President suggested that the issue be discussed by the new Working Group on the Statutes, Internal Rules and Regulations and Governance.

Samia Slimani explained that the Bureau is part of the EC but that it has a specific function. A Bureau is legally optional, but recommended for an organisation of ICOM's scope. Goranka Horjan commented that it is important to mention that the Bureau is part of the EC, and not an extracted body.

Ossama Abdel Meguid asked whether, if an individual wants to become an ICOM member and no National Committee exists in his or her country, the President or Bureau can make a decision on that. Samia Slimani replied that in this case the EC can, for example, decide to appoint a national correspondent, as per Article 16 of the ICOM Statutes. Goranka Horjan commented that for these sensitive political issues, it was good to have a collective decision. Inkyung Chang suggested that these questions might be best answered by the Working Group on the Statutes, Internal Rules and Regulations and Governance.

The point was raised that the Vice-President function was not well embraced by the Statutes and that the delegation to Vice-President could be further structured either in practice or in the wording of the text. Samia Slimani stressed that there was a lack of provision in this respect in both the Statutes and the Internal Rules and Regulations of ICOM.

With regard to the Treasurer's function, Samia confirmed that the Treasurer can have extensive powers, but that only the President and the Director General by delegation (and within the limit of €20,000) can incur expenses. The Treasurer added that it is, however, the responsibility of the Treasurer to verify that the figures are correct and to validate the expenses incurred. The President is fully responsible, but the Treasurer and the President have to obtain "*quitus*" (discharge) from the General Assembly after presenting the financial statements.

*Directors in this context refer to the President and the DG of ICOM.

5- REPORT ON ICOM SECRETARIAT

Hanna Pennock presented her report on the Secretariat. She explained that she took on the position of interim DG on 13 May, 2013, as the Secretariat had found itself with no DG or Director of Administration and Finance (DAF). She therefore took on both roles. She was confronted with a vast workload, including organising the Rio General Conference and sorting out procedures in the Secretariat.

She participated in some foreign missions, but was mostly in Paris to work with staff members and had meetings with each one to define and understand the tasks to be accomplished and identify possible training needs.

Given the scope of the role, she quickly realised she would be unable to do everything alone and so hired Willem Hekman, Chair of ICMS, to help her to organise the General Conference.

She then hired both Daniele Jalla and Willem Hekman to help her define the new structure of the Secretariat, and to assist with writing job specifications based on the meetings and interviews she and Daniele Jalla had held with staff.

The re-organisation structure was designed with a view to creating a less hierarchical system, more focused on team work and sharing information.

Although her assignment was supposed to end at the end of the year, Hanna Pennock said she was glad to take extra time to help finalise everything, with the help of Isabelle Demangeot and a HR consultant that had been hired. Many changes had to be made to comply with the labour inspector's demands and with French Labour Law.

She said that contracts had been standardised to restore equality among staff members, and salaries increased to fairer levels. The salary of the DG was revised down to a far more realistic level. The layer of middle management was taken out, so instead of having three directors for three different departments, there were now eight units with a different head for each. The questionnaire on working conditions created by the Working Group on the Secretariat will be sent to staff again in March 2014.

All members applauded Hanna Pennock for her contribution to the Secretariat. Many expressed their agreement with a non-hierarchical structure and felt it was a positive step forward. The President confirmed that for at least one year the structure would remain as it is as of 1 February, 2014.

Anne-Catherine Robert-Hauglustaine added that as Treasurer, all the decisions on salaries were taken in conjunction with her, and she approved all of them.

When asked about a possible Vice-DG function, Hanna Pennock clarified that it was not planned for now. She had carried out both functions and as the Secretariat is not so big, it was not deemed necessary.

It was also clarified that one person in the Secretariat was allowed to continue using the title of Director when meeting outside parties because she is the member of staff who is most involved in negotiations with international organisations.

Goranka Horjan expressed her different views on the new structure. She wished to stress the difference between internal communication and management, and the need to organise the work of the Secretariat

according to the needs of the members. She felt it was difficult to have only one person in charge of so many units. She also questioned whether a flat structure would provide staff with an opportunity to advance, as the motivation factor is very important in any management structure.

Some members made comments as to the lack of gender balance within the Secretariat staff, and this was acknowledged by the DG and the President.

The Treasurer commented that the structure was not actually that flat as there were many “heads of departments”. Suay Aksoy commented that whether the structure was hierarchical or flat was a matter of leadership style.

Finally, there was a discussion about the availability of the UNESCO offices and the UNESCO-ICOM Information Centre and whether someone else was being recruited to assist Elisabeth Jani. The President and DG confirmed that these points were being analysed.

6- REVISED BUDGET 2013

The Treasurer outlined the budget for 2013. She explained that although salaries and social charges had decreased, legal expenses are expected to increase. A provision in 2013 for these expenses was therefore necessary according to accounting rules, and this explains the deficit. Without the provision for legal expenses ICOM would have had a considerable surplus in 2013.

In terms of provision, the following had to be taken into account:

- ✓ The accounts of ICs who had not yet agreed to transfer their account to Paris;
- ✓ The possibility of having to settle the litigations of the former DG and Director of Administration and Finance (DAF).

With regard to the ongoing litigations, the President confirmed that ICOM had dates to appear in court in January.

The Treasurer explained that three litigations - by the DG, the DAF and a former employee - were still in progress. The former DG and DAF claimed the maximum amount of compensation, whereas the former employee did not yet state the amount she was claiming. The Treasurer said the cases could last one to two years.

Peter Keller asked what would happen if ICOM had to pay the maximum amount of money for the litigations. The Treasurer agreed that this would be an abnormal situation, but that ICOM would still be an association.

There were several questions with regard to repayments of the loan taken out for the Palestro premises. Hanna Pennock confirmed that ICOM had taken a loan out of 2 million euros, which would be paid back over 25 years at a rate of 4.25%. Isabelle Demangeot, ICOM’s financial accountant, confirmed that ICOM pays back around €12,600 per month.

Peter Keller expressed his view that web hosting and consolidation expenses were high. However, the Treasurer responded that considering the quality of the tools available now, she didn’t consider it excessive.

The Treasurer asked if EC members were willing to approve the revised operating budget with the net loss due to provisions for legal costs, etc. She said although the accounts would not be closed for another two months or so, it was better to ask EC members to approve the budget now and the final situation would be communicated later.

Goranka Horjan commented that the membership would see the final budget at the June meetings and that they might refuse to vote for this deficit. The Treasurer acknowledged this and said that regardless, they would have to be honest with the General Assembly.

Suay Aksoy commented that this was a matter of good communication -- the GA should be aware that the EC did not create this deficit. The President said that the EC would speak about that at the April meeting.

Thirteen members approved the budget, with two abstentions until the legal situation is clarified.

Decision 127-06

The Executive Council approved a) the revised operating budget for 2013 totalling €4,001,600 for the General Secretariat activities, with a net loss of €387,091 due to provisions for legal costs and the money held on non-HSBC bank accounts of International Committees; b) the revised operating budget for 2013 totalling €4,161,666 on an aggregated basis with the International Committees' activities, with a net loss of €393,104; c) no grant to the ICOM Endowment fund for the year 2013; d) the 2013 capital expenditure of €24,515. Two members abstained from voting until the situation regarding the litigations was clarified.

7- BUDGET 2014

The Treasurer presented the 2014 budget, highlighting the following points, among others:

- ✓ A reduction in funding from the French Ministry of Culture;
- ✓ Substantial legal costs to be incurred with the three litigations in progress;
- ✓ An increase in salaries and social charges, although the DG's salary would be on a more normal level.

When asked if the projected legal fees were realistic, the Treasurer said that they were difficult to estimate as it would depend on how long the cases last.

Goranka Horjan commented that the ICs that haven't transferred their bank accounts re-appeared in this budget and that if they still didn't transfer their accounts, ICOM would once again be short of the same amount voted in 2013. The President replied that some of the committees had new boards and chairpersons so the situation might change.

Goranka Horjan said that it would be essential to cut down on all unnecessary expenses and to focus on applying for funding from various sources.

In relation to programmes expenses, Ossama Abdel Meguid said that he had been asked to represent ICOM at a workshop organised by UNESCO on museum emergency preparedness and response in Cairo. He said this was because UNESCO told him that no one from the Secretariat had responded to the request. Regine Schulz added that she had received a call from a journalist about this workshop.

Raphaël Roig, Programmes Officer at the Secretariat was asked to explain what had happened. He said the project was first launched a year ago and that the Programmes department had started working on it with UNESCO and ICCROM, but that the programme was constantly delayed following that. ICOM was then given very short notice to find someone in December to carry out the training. The programmes department then told UNESCO that it would be too difficult to find someone to do it at such short notice and over the Christmas holiday period.

Members of the EC queried why this was not reported to the DG and expressed frustration with the lack of communication on the subject. The President suggested that Ossama Abdel Meguid should indeed participate in the workshop.

Goranka Horjan queried the budget allocated to Secretariat members attending committee meetings and the necessity for this. The President replied that it was important for staff to learn how the organisation works outside of Paris, and that staff would speak about the Secretariat's work, programmes, etc. Other members expressed the view that it would be beneficial for both parties to have Secretariat members attending these meetings.

All members approved the 2014 budget with the provision for legal expenses, hoping that the situation would be different by the end of the year.

Decision 127-07

The Executive Council approves:

a) the revised operating budget 2014 totalling €3,683,635 for the General Secretariat activities; b) the revised operating budget 2014 totalling €3,845,635 on an aggregated basis with the ICs' activities, with a net loss of €396,952; c) no grant to the Endowment fund for the year 2014; and d) the 2014 capital expenditures of €30,000.

8- REPORT FROM THE STRATEGIC PLAN 2011-2013 EVALUATION COMMITTEE

Wim de Vos, Chair of the Strategic Plan Evaluation Committee explained that the Evaluation Committee carried out the task differently to how it had been done the last time. They created a questionnaire based on the Strategic Plan approved three years ago, asking participants to what extent they felt the objectives and partial objectives of the Strategic Plan had been achieved.

He said the report was not a scientific survey, simply a recommendation overview. He said it was up to the EC, the Advisory Committee and General Assembly to request specific actions, as the group is not a deciding body. The report is 12 pages long and included some of the following general conclusions:

- ✓ The Strategic Plan could possibly cover more than three years;
- ✓ ICOM should speak out about strategic issues;
- ✓ There was a need for better communication of information to members;
- ✓ A professional ICOM journal should exist; and
- ✓ Transparency should be a natural reflex.

In terms of the length of the Strategic Plan term, some members expressed the view that a plan should be short (three years) but that a vision could be longer-term. Others felt that ICOM shouldn't limit itself to a three-year plan.

Inkyung Chang suggested that it was important to have an evaluation committee from the beginning on the coming Strategic Plan and that the DG should be in the group to make sure that things get done.

9- COUNCIL MEMBERS WORKING GROUP ON THE RESOLUTIONS OF THE 28TH ICOM GENERAL ASSEMBLY

The President reminded participants that the need to follow up on resolutions had been the subject of Resolution 1 passed during the General Conference in Rio, with a view to monitoring resolutions and making them more sustainable.

Members acknowledged that this had been an ongoing request, and agreed with the proposal to set up a Working Group. The following members agreed to join the group:

Ossama Abdel Meguid
Inkyung Chang

Wim de Vos
Goranka Horjan
Merete Ipsen

The Chair was not yet elected.

The meeting ended at 6.40pm and it was agreed that it would start at the earlier time of 9.30am the following day.

10- APPOINTMENTS FOR THE ICOM TECHNICAL COMMITTEES 2014-2016

In introducing this item, the President clarified the following:

- ✓ Due to late appointment after the Shanghai General Conference in 2010, three technical committees will have a new mandate as of 1 January, 2014, and three later in the year. However, all of them, with the exception of SAREC, will finish their mandate at the end of 2016;
- ✓ Within all ICOM bodies, members can complete in principle a maximum of two terms;
- ✓ The EC should be represented in all Technical Committees by at least one member. Any EC members not on the list were invited to join one of the committees.

The members discussed the composition of each Technical Committee as proposed by the President, and either volunteered themselves or made suggestions of other members.

Ossama Abdel Meguid queried the inclusion of a member of the Secretariat of one committee as an ex-officio member. The President confirmed that this was no doubt the wrong title, and would be changed to permanent secretary.

The question was asked as to whether the Strategic Plan Evaluation Committee would continue as a monitoring group. Many agreed with this suggestion.

At the President's request, Wim de Vos agreed to draft a mandate text for this group, which could be called the Strategic Plan and Resolutions Monitoring Committee.

11- WORKING GROUP: ICOM DATABASE

Hanna Pennock introduced Secretariat staff members Dora Peter, Head of the Membership Department and Marie Claverie, Project manager – Organisation and Information Systems. Dora Peter explained that the purpose of the Working Group was to correct the basic elements of the member database. She said from 2014 onwards they would concentrate on new tools and would assist ICs and NCs, thus reducing the delay of data treatment. She said they were now in the first phase and that in the course of 2014 everything would be completed.

Hanna Pennock added that there had been a request to have a Working Group at the Rio General Conference. She had decided, however, together with the Membership Department, to go ahead with the improvements and hoped that the Working Group might visit in January to give their views and advice.

The President spoke about the many complaints received in the past from members regarding the database and the late receipt of stickers for ICOM cards. Because of this he said it was necessary to develop a more efficient system.

Dora Peter confirmed that stickers had already been sent to NCs for 2014 and based on final figures received from committees, the Secretariat could send up to 10% supplementary stickers.

Marie Claverie explained that the database was designed to be the core system of membership management, but that at the moment it was used only to register members, addresses, payments, etc. She confirmed that new functionalities were to be added in order to merge all membership-related data, and to use the database in a more effective way. When asked if data from NCs' databases could be imported, she said that providing access could be tricky as committees would have to be trained to use the database correctly. Dora Peter added that they were now working with a webservice, which they would like to improve and make more useful for NC and IC chairs, giving them greater access.

The online payment system was discussed, whereby members pay directly to ICOM Secretariat, rather than going through their National Committee. The Treasurer said that before migrating to the online system, criteria for members had to be properly defined.

There were some doubts as to whether the online system could take over eventually, as NCs need to keep a tight link with their members. Others mentioned that it was sometimes more expensive for members from other countries to pay ICOM directly due to international bank charges.

Regine Schulz commented that it is stipulated in the Statutes that members join ICOM through their NC, and that if this is changed, so must the Statutes. Dora Peter replied that the online application form was not yet in use.

Diana Pardue clarified that ICOM US does not use an online application form for new members, only for renewals. She said that members paid the Secretariat directly because ICOM US did not have their own bank account yet, which is related to its being a legal entity.

Finally, the President reminded the EC that the Advisory Committee had decided that each respective National Committee will decide if direct membership applications to the Secretariat by colleagues in their respective countries are to be allowed.

12- WORKING GROUP ON CRITERIA AND ACCEPTANCE PROCEDURES FOR ICOM MEMBERS

Tereza Scheiner presented the draft proposals on criteria and acceptance procedures for new ICOM members. She said that the major issue was the lack of common criteria across NCs. Although some countries have legislation that regulates the status of museologists/museum professionals, like in Brazil, not all countries have this.

She emphasised that all new members must comply with the ICOM Code of Ethics by signing the application form.

She asked that the following sentence on page 3 be deleted from her presentation document: "problems may remain in countries that have not yet adhered to the new procedures concerning accounts centralized in Paris."

She summed up as follows:

- ✓ She felt work should continue on this topic, but it was up to the EC to decide on this;
- ✓ She had intended to carry out a survey on the topic, but this had not been possible for her;
- ✓ If the Working Group was to continue, she would step down as Chair in favour of someone else.

The President said that it would be good to discuss this point during the separate committee meetings in June.

Some members commented that the benefits of ICOM membership were not clear for all National Committees, and that some NCs had statutes that obstructed the voting process. Others mentioned that in many countries art dealers were accepted as members.

Tereza Scheiner suggested that these issues could be followed up by the Ethics Committee and/or the Working Group on Statutes. It was her opinion that ICOM should not interfere in national legislation in various countries.

Some members commented that the museum environment was changing, as were museum professionals, and this should be taken into account when defining criteria.

The Treasurer recommended that the document be sent to the Advisory Committee for feedback and to ask someone from the Working Group on Statutes and/or the Legal Affairs Committee to make sure it is correctly formulated.

Tereza Scheiner said she would do this.

13- FINAL REPORT FROM THE 23RD ICOM GENERAL CONFERENCE, RIO DE JANEIRO

The President welcomed Carlos Roberto Brandão, who joined the meeting to present this item, and Yu Zhang from the Secretariat, who would be present for the next few items.

Carlos Roberto Brandão explained that this was actually a preliminary report, that a follow-up report would be presented to SAREC in February, and a final report to the ICOM Advisory Committee at the June meetings.

He then gave a PowerPoint presentation highlighting some facts and figures from the conference, including:

- ✓ 1,894 participants from 103 countries
- ✓ Some 300 bursaries
- ✓ No major health and safety issues
- ✓ Productive meetings
- ✓ Well organised excursions and events
- ✓ Several grantees carried out internships in Rio and São Paolo
- ✓ First major museum fair to take place in South America
- ✓ South-South dialogue, attended by President, DG and George Abungu

In terms of the overall budget, he explained that 27% of the resources was used for transport and food, while 12% was used for translation/interpreting.

In terms of the accounts, he clarified that at the moment there was a surplus. However, the organising committee needed to reimburse ICOM Brazil for around €30,000 and ICOM for €36,000, which would leave a small deficit of around €500. He emphasised that the figures were not final, and confirmed that some figures could still be revised down, if for example, they didn't need to have all documents translated.

Finally, he thanked the President and Yu Zhang for their co-operation during the conference.

14- REPORT ON THE ORGANISATION OF THE 24TH ICOM GENERAL CONFERENCE 2016, MILAN

Alberto Garlandini presented the item, highlighting the following points:

- ✓ The framework agreement had been signed, detailing a timetable from July 2013 - July 2016;
- ✓ Preparations are being carried out by ICOM Secretariat, ICOM Italy and the Professional Conference Organiser;
- ✓ So far, the schedule had been respected;
- ✓ A third meeting took place recently when his report was discussed and agreed upon;
- ✓ The conference format.

He said that Milan was an easy city to navigate with good public transport and that the venue was very accessible.

He stressed the importance of establishing a relationship with all ICs in 2014, through an online questionnaire, to see what their plans are for the conference. He also mentioned a plan to organise international conferences in Siena, Tuscany, in order to open the discussions. The organising committee would also invite the ICOM network to discuss the theme of the conference.

He assured EC members that there would be no logistical problems with the venue, and had agreed with the President to have the EC meeting in Milan in December so members could visit the venue.

Some members asked whether it would be possible to create partnerships with Italian language institutes in the different countries so members could learn Italian before going to the conference. He replied that there had been meetings with the Minister of Foreign Affairs in Rome, who would decide on the discount.

15- REPORT ON THE FIRST TRAINING WORKSHOP – ICOM INTERNATIONAL TRAINING CENTRE, 4-13 NOVEMBER, 2013, BEIJING

Laishun An presented this item, explaining that two months after EC approval, the ICOM International Training Centre was officially launched on 1 July. In addition, the 1st workshop had been officially announced at the ICOM General Conference in Rio, and 70 days later, it was held successfully in Beijing.

He congratulated the hardworking team composed of ICOM, ICOM China and the Palace Museum for bringing the first workshop to fruition so efficiently.

Yu Zhang then gave a report on the first workshop, which she helped to organise, and participated in. She explained how participants were selected and their profile, and that 16 international participants were offered travel grants by ICOM and the Palace Museum.

As a participant, she said she learned a lot and found it a great opportunity to talk with colleagues and understand the concerns of different groups from different parts of world. Visits to conservation labs favoured interaction.

She said participants had filled out a questionnaire prepared by Claude Faubert, the answers to which would be analysed in order to improve the content, etc.

Laishun An then spoke about the next two workshops, intended for spring and autumn 2014. The suggested theme for the first one was the theme of IMD 2014 – *Museum Collections make Connections* – while Emma Nardi, Chair of CECA had suggested Museum Education for the autumn workshop.

He emphasised the need for an overall scientific strategy and organisational model, and confirmed the following timeline:

- ✓ By 31 December, 2013 the appendix on the programme format and the one on operational aspects of the ICOM-ITC would be signed and added to the Agreement;
- ✓ By 28 February, the selection of the members of the Programming Committee would be completed;
- ✓ In June 2014, the first meeting of the governing board would be held in Paris during the June Meetings.

As a pending issue, he mentioned the fact that Chinese partners had suggested seeking any possible tangible or intangible support from other resources outside of China, and expected ICOM to confirm and continue its support.

He also said that at the last informal EC meeting in Rio, the President confirmed that Claude Faubert would continue as head of programming until 1 June, 2014. The Chinese partners suggest confirming Claude Faubert as coordinator for the spring workshop and maybe also the autumn one.

The President said that he was working on recommendations with members of the governing body and programme committee for the system that will be introduced for the next three years, and would like to present those to the EC in April.

The President and many EC members congratulated Laishun An for this excellent initiative.

16- SAREC – STRATEGIC ALLOCATION REVIEW COMMISSION AND FUTURE

The Treasurer began by suggesting that SAREC agree to increase funding to ICs in order to involve more colleagues in ICOM's activities. This funding would be linked to Special Projects, and could be given on a three-year basis for instance.

Clarification was requested as to whether ICs could request subsidies in addition to funding for Special Projects and Travel Grants. The answer was no, they could not.

Regine Schulz said she agreed with the proposal but hoped that it would not result in more complicated administrative processes as not all committees had the resources to deal with this.

The Treasurer took on board this point, but explained that certain documentation was necessary, as invoices would always be needed to justify expenses.

Some members wondered where this extra funding would come from. The Treasurer replied that as expenses related to the Secretariat and travelling expenses had decreased, this would allow an increase in the budget for Special Projects.

Suay Aksoy suggested that as the travel grants would never be high enough, the format of the meetings should perhaps be reconsidered.

The Treasurer rephrased her suggestion as follows: if committees are working on a large or joint project, they would receive funding for this, with an allocated amount per year for up to three years.

This was agreed upon.

17- BUDGET ALLOCATION FOR TRAVELS OF INTERNATIONAL COMMITTEE BOARD MEMBERS

Hanna Pennock presented the item, saying that several Chairs of ICs had requested the possibility to allocate a percentage of ICOM's budget to allow their board members to attend some meetings.

The President expressed his view that committees should be trusted to decide on how the annual subvention is spent.

After some discussion, there was a general consensus by members that committees should define spending criteria themselves, and that this should be included in the SAREC communication.

18- APPROVAL OF FIHRM – FEDERATION OF INTERNATIONAL HUMAN RIGHTS MUSEUMS AS AFFILIATED ORGANISATION OF ICOM

The President explained that he had been in contact with David Fleming to discuss the importance of human rights museums, and felt it would be good to integrate the FIHRM into ICOM, due to the importance of this topic in today's society.

He suggested giving the federation the status of an Affiliated Organisation for three years with the prerequisite that half of the members are ICOM members.

Most members strongly supported the proposal, agreeing that human rights issues were at the forefront in the museum world, and that ICOM should be seen to support this.

Fourteen members voted in favour with one abstention. The President confirmed he would send a letter to inform the FIHRM that they are now officially an Affiliated Organisation of ICOM, and that he would request the documents missing from the application.

Decision 127-18

The Executive Council agrees to grant FIHRM the status of Affiliated Organisation for a period of three years running from 1 January, 2014 until 31 December 2016, and on condition that at least half of the members of the organisation become members of ICOM in 2014.

19- OTHER MATTERS

Inkyung Chang spoke about the Hans Manneby Foundation in Sweden, which awarded people annually for their work with the community. She suggested that ICOM use its website to inform people that nominations are open for 2014. She said she would send the criteria for nominations to ICOM Secretariat.

Diana Pardue asked for some clarification on the legal procedures for the three law suits in progress against ICOM. The President confirmed that ICOM had dates in court in January. He said he would wait for the recommendations of the lawyer before deciding on an appropriate strategy.

Goranka Horjan said that she had met Matthew Guichard, Events Officer at the Secretariat, for the first time in person, and that she was very satisfied with the work he was doing for the European Museum Forum. She told members that a meeting had been held on Wednesday and that the next European Museum of the Year Award ceremony would take place in Tallinn, Estonia on the same theme as International Museum Day 2014. Wim de Vos added that it would be important for ICOM to attend, particularly the session with the Council of Europe where the IMD theme would be discussed.

The president said he couldn't be there himself as he would be busy preparing the ICOM Zambia programme for the International Museum Day, but he recommended that the Executive Council be represented by one other member.

The meeting was concluded at 5.10pm.

ⁱ According to the theory of apparent authority ("*la théorie du mandat apparent*"), ICOM, as a French association, may be held liable to a third party due to an unauthorised person if the third party was entitled to believe that the contractor had the authority (apparent authority) to legally represent ICOM (i.e. to sign contracts and represent ICOM). This applies to EC Members including the members of the Bureau assuming they start to operate beyond his/her scope and that it causes damage to a third party. Therefore, EC members are reminded that they should not act as legal or operational managers of ICOM, unless duly authorised by the President of ICOM, in writing.