

INSTITUTE FOR THE CONSERVATION OF CULTURAL MATERIAL (INC)
PO Box 1638, CANBERRA CITY ACT 2601

Minutes of the 10th Annual General Meeting of the Institute for the Conservation of Cultural Material, held in the Auditorium, Queensland Cultural Centre, Brisbane, on Thursday 8th September, 1983.

PRESENT

Ian Cook, Colin Pearson, Ian MacLeod, Graham Reynolds, Eric Archer, Jan Lyall, Josephine Carter, Margaret Perkins, David Harris, Maxwell Hall, Karen Coote, Ruth E. Norton, Kerry McInnes, Thomas Dixon, Kim Morris, Davina Hodgkinson, Chris Adams, Felicity Martin, Margaret Alexander, Donna Midwinter, Graham Hinton, Sylvia Bass, David Hill, Jennifer Edwards, David Keany, Linda Clark, David Horton-James, Kay Soderlund, Eve Stenning, Harlan Hall, Helen Price, Robert Sheeny, John Davies, T.F. Nelson, James Elwing, Lee Sturma, Anne Gaulton, Susie Bioletti, Catherine Lillico, D.J. Robinson, P.M. Najjar, Mary W. Lee, David S. Wood, Robert Wilmot, Neville Agnew, Ulli Broeze-Hornemann.

OPENING OF MEETING

The meeting was opened by the President at 8.10 pm welcoming guests present. He pointed out that this year was the 10th anniversary of the ICCM and emphasized the Institute's progress and achievements throughout this decade. He congratulated Victoria on the establishment of a local division and especially thanked Anne-Cotter-Ross and Eric Archer of Victoria for their contribution.

APOLOGIES

Apologies were received from: Antoon Bos, Susan Phillips, David Tilbrooke, Sue Walston, Heather Mansell.

CONFIRMATION OF MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING HELD IN CANBERRA

It was agreed that the minutes of the 9th Annual General Meeting held on 29th July 1982 in Canberra be accepted as a correct record (res.83/1)

Coote/Nelson
carried unan.

PRESIDENT'S REPORT (attached)

It was agreed that the President's report be accepted (res.83/2)
Hinton/Martin
carried unan.

SECRETARY'S REPORT (attached)

It was agreed that the secretary's report be accepted (res.83/3)
Lyll/Perkins
carried unan.

TREASURER'S REPORT

The Treasurer Ian MacLeod presented a detailed report and members were told that in 1982/83 the ICCM broke even.

AUDITOR'S REPORT (attached)

This report was presented by the Treasurer on the Auditor's behalf.

It was agreed that (1) the Treasurer's report be accepted (res. 83/4) and (2) the Auditor's report be accepted (res. 83/5)
Dixon/Lillico
carried unan.

APPOINTMENT OF AUDITOR

The Treasurer reported that the Auditor Sheppard Pickup and Co. of 30 Kings Park Road, Perth W.A. had informed him that they were no longer in the position to act as auditors for the ICCM.

The Treasurer had meanwhile negotiated with Mr John Kolloschy who had agreed to act as auditor for the ICCM during 1983/84.

It was agreed that John Kolloschy of Arthur Anderson & Co., 140 St. George's Terrace, Perth, W.A. 6000 be appointed as Auditors for 1983/84 (res. 83/6)
MacLeod/Keany
carried unan.

The President thanked the Treasurer and the Auditor for their efforts.

Some members suggested the possibility for the ICCM to offer honorary membership to the Auditor for his effort.

Another suggestion was the presentation of literature published by the ICCM (eg. Bulletin, Newsletter, etc) to the Auditor. A decision will be made by the ICCM Council.

PUBLIC OFFICER

The President who also is the Public Officer explained briefly the responsibilities of a Public Officer, eg. the publication of date, venue and business of the AGM, etc.

It was agreed that Ian Cook be appointed Public Officer (res. 83/7)

MacLeod/Pearson
carried unan.

REPORTS OF DIVISIONS

Reports were presented by:	Josephine Carter	ACT
	Catherine Lillico	NSW
	Margaret Perkins	VIC
	Graham Reynolds	QLD
	Robert Wilmot	SA
	David Wood	WA

It was agreed that the reports be accepted (res. 83/8)

moved from chair
carried unan.

The President expressed his thanks to the divisional representatives for their reports and their efforts throughout the year. He especially commended the W.A. Division for their appointment of a Country Conservator who is also the first employee of the ICCM. He said that this was to be encouraged for the future and should also be an example and incentive to other divisions.

ELECTION OF COUNCIL

The following nominations had been received and were read out:

POSITION - President, CANDIDATE - Ian Cook, NOMINATED BY - Jan Lyall, SECONDED BY - Heather Mansell.

POSITION - Senior Vice President, CANDIDATE - David Wood, NOMINATED BY - Sylvia Bass, SECONDED BY - Ian MacLeod.

POSITION - Vice President - CANDIDATE - Catherine Lillico, NOMINATED BY - Susie Bioletti, SECONDED BY - R. Davey.

POSITION - Vic President, CANDIDATE - Colin Pearson, NOMINATED BY - David Tilbrooke, SECONDED BY - Robert Wilmot.

POSITION - Treasurer, CANDIDATE - Ian MacLeod, NOMINATED BY - Ulli Broeze-Hornemann, SECONDED BY - David Butcher.

POSITION - Secretary, CANDIDATE - Ulli Broeze-Hornemann, NOMINATED BY - David Butcher, SECONDED BY - David Gilroy.

POSITION - Ordinary Members, CANDIDATES - Karen Coote, Maxwell Hall, Robert Wilmot, Heather Mansell, Jan Lyall, NOMINATED BY - Ian Cook, Kay Soderlund, Margaret Perkins, David Tilbrooke, Ian Cook. SECONDED BY - T. Clarke, F. Benko, Jan Lyall, Brian Drake, Heather Mansell.

POSITION - Publications Officer, CANDIDATE - Kerry McInnes, NOMINATED BY - Jan Lyall, SECONDED BY - Heather Mansell.

As there were no multiple nominations for any position, the persons nominated were declared elected.

Divisional Representatives will be:

- 1) Josephine Carter for ACT
- 2) Rosemary Peel for NSW
- 3) Neville Agnew for QLD
- 4) David Tilbrooke or Robert Wilmot for SA
- 5) Margaret Perkins for VIC
- 6) David Wood (or alternative if required) for WA

SPECIAL BUSINESS

Code of Ethics

Colin Pearson reported briefly on the response he had received to his appeal to members for comments on the intended code of ethics. The deadline for comments was now the end of October '83.

By-Laws

Colin Pearson reported on this issue and that the deadline for comments was also the end of October '83. A draft of the code of ethics and the by-laws shall be presented to the 1984 AGM.

ICCM Conference 1984

The President reported briefly that this conference was going to be held in Sydney in April on "Conservation and Contemporary Art". He said that the NSW Division had put forward a draft programme and that international key note speakers were going to be invited.

ICCM Conference 1985

The President reported that the intention had been to hold this conference in Adelaide. But the SA representative Robert Wilmot pointed out that this may not be possible as construction work at the SA Conservation Centre were not finished by then and that it would be difficult to host a conference.

The President invited divisions to volunteer.

Affiliation with CAMA

The President reported briefly on CAMA and on the advantages and disadvantages of affiliation. He said that affiliation may result in an improved government backing and a greater influence in matters of concern. The disadvantages were on financial issues, as the ICCM and its members would have to pay an annual affiliation fee.

He also said that he would provide members with further information through the ICCM Newsletter. The President also reported that one ICCM member had presented to the Council guidelines on the topic of "Preservation of Outdoor Sites". These would be discussed at the next Council meeting and members would receive further information.

One member present asked what actions had been taken by the ICCM regarding the Franklin Dam issues. The President said that this had been reported in the ICCM Newsletter and explained briefly. He also said that a committee "South-West Action Group" (SWAG) had been established.

Any Other Business

The President expressed his thanks to members for attending the meeting and to Council members and divisional representatives for their support and effort throughout the year.

His special thanks went to Neville Agnew and Graham Reynolds for their effort and hard work as conference organisers which had made it such an interesting, successful and pleasant event.

Date and Venue for Next Meeting

The President pointed out that the Sydney Conference in April '84 was too early to coincide with the next AGM. It was therefore going to be a single day event to be held in Canberra around July/August/September. He said that members should receive a notice well in advance.

Close of Meeting

As there was no further business, the meeting closed at 9.50 pm.

Ulli Broeze-Hornemann
HONORARY SECRETARY

PRESIDENT'S REPORT 1982/83

1983 is the tenth anniversary of the ICCM and perhaps it is useful at such a point in time to look back at developments during the first ten years of the Institut'e life. In our first decade we have seen:

- . a very substantial growth in the number of conservators employed in Australia;
- . a steady growth in the Institute's membership;
- . the creation of a number of fine conservation facilities throughout the country;
- . the establishment of training courses at the CCAE;
- . the establishment of the Institute as the major conservation publisher in this part of the world;
- . the development of a sound program of National Conference and Seminars on conservation;
- . the establishment of regional devisions of the Institute throughout the major Australian centres except for Tasmania and the Northern Territory;
- . a widespread development of private sector support services particularly in the supply area.

The decade 1973-1983 represents the period of establishment of the conservation profession in Australia. Before that time Conservation in Australia was the work of isolated individuals. We are now in a position to move ahead as a body of professionals unified by common philosophies and objectives. Although Conservation in Australia has come a long way in ten years, I believe the real work of the Institute has just begun.

The 1982/83 fiscal year has been a very busy time for the Institute. The work-load of the Institute's various administrative groups has grown rapidly, yet the Institute's resources have not matched this growth. It is time for the Institute to adopt a more active and positive approach for the running of its affairs. The creation of a permanent staff for managing the affairs of the Institute and especially for the development of a broad range of community projects becomes more critical if we are to move closer to an active and effective national conservation program. We must also improve the managment of the ICCM if we are to optimize the resources currently available.

I would like to thank the retiring Council and its Sub-Committees for their efforts during the year. Special thanks go to the Secretary and Acting-Secretary, the Treasurer and the Publications Committee. The ICCM Newsletter looks more and more professional each issue and the latest edition of the Bulletin is a significant development.

The work of the Brisbane Conference Committee has been excellent and I thank you for your efforts on behalf of the membership.

Before I finish, let us stop for a moment and think about the future role of the Institute. What are our objectives and what do we need to do to meet these objectives over the next ten years? The first question I believe will continue to be answered in the Institute's Constitution under the Section on the Aims of the Institute. The second question is more difficult to answer. However, I think development will need to follow a number of streams. We need to develop:

- . higher levels of community involvement.
- . greater political involvement at local government, state and federal levels.
- . improved technical support for the conservation professional.
- . improved support for the non-conservator working in public institutions or the private sector.

The Institute can enhance its effectiveness by directing attention to these identified needs, however, the rate at which ICCM achieves its goals is dependent upon the active involvement of its membership.

I hope we see a surge of conservation activity in Australia over the next decade, especially as we move towards the 1988 Bicentennial Celebrations. Such a surge is ensured with an active and vital membership.

Ian Cook
President
September, 1983.

SECRETARY'S REPORT 1982/83

This year the position of honorary secretary has been shared between myself and Ulli Broeze-Hornemann. Ulli was overseas for a period of six months from October 1982. On her return, to avoid any problems that might arise in transferring the secretary's duties back to W.A. for a short period of time, I have retained the position, assisted by Ulli, until the next AGM.

The ICCM is continuing to grow. We have gained over 100 new members since last year, the current figures are 29 student members, 320 ordinary members, 59 institutional members, 4 life members, 4 honorary life members, and reciprocal membership with IIC, the Unesco Document Centre, Paris, and ICCROM. This significant increase is due to the efforts of quite a number of people, in particular the Divisions where so much activity is now taking place. In this regard, we are pleased to welcome the Victoria Division, established 6 months ago. At long last, conservation is moving in this State.

The ICCM Council has met four times during the year. Two meetings were immediately prior to and following the AGM. The others were both held in Canberra in October and July. Council members lead by Dr Jan Lyall have been very active in obtaining grants to fund the various workshops associated with this conference and also to bring overseas speakers to Australia. These are new ventures for the ICCM and have involved a lot of hard work. A further grant has been obtained from the Visual Arts Board to run a photographic conservation workshop early in 1984, details of which are shortly to be released.

There have been significant advances concerning the ICCM Bulletin and ICCM Newsletter. Kerry McInnes and her team are to be thanked for their efforts in the production of the Bulletin which is now turning into a very professional publication - note the latest issue. Cathy Lillico and the NSW Division have raised the standards of the Newsletter again to a very professional format. These publications are the main avenues of communication of the activities of conservators in Australia, and the high standard of the publications can only help to promote our image both here and overseas.

Another major venture of the ICCM has been the appointment of its first paid employee - the Country Museum Conservator for W.A. This will be reported later but the efforts of David Wood in obtaining the funds for the position are to be applauded.

Other areas of activity currently underway are the production of By-Laws for the Federal Body and Divisions, and the acceptance of a Code of Ethics for Conservation Practice. These are nearing completion. A survey of conservation research currently being carried out in Australia is to be published in the next issue of the Bulletin.

The ICCM Prizes for the Conservation of Cultural Materials Program at the CCAE were awarded to Ms. Therese Mulford in the Master's Degree Course and Ms. Linda Waters in the Associate Diploma. Due to the recent changes in the courses offered, from 1983 there will be one prize only of \$100 for the best student completing the Bachelor's Degree.

The membership list is currently being upgraded and all members are requested to complete the survey form. The membership list is now on word processor and labels are readily available for the Federal Body and Divisions. However, to ensure that ICCM literature reaches you, please make sure that the Secretary is informed of any errors or changes in your address.

ICCM Publications are still selling well, in particular, the "Conservation of Rock Art", and the "Disaster Planning Booklet". Please note, there are not many of these left and it is unlikely that there will be a reprint.

The main ICCM get together is at its annual conference, and this is the 10th Anniversary of our Institute. The conference organisers, in particular, Neville Agnew and the Queensland Division, are to be congratulated on their organisation. Details of the 1984 and 1985 conferences will be presented later.

Before closing, I wish to emphasise the fact that the ICCM is now well established as a professional organisation and is responsible for running a variety of professional activities. This is all from the honorary work of a relatively few people who have donated a lot of their time to the cause of the ICCM. This cannot continue indefinitely, and the next major effort of the ICCM must be to establish a paid secretariat to take of the routine ICCM business.

Finally I wish to thank in particular ICCM Council members, also Divisional Council members for their hard work and support during the year. The ICCM has come a long way in the last 10 years and I am confident will continue to progress and develop during the next 10 years.

Dr C. Pearson
Acting Hon. Secretary
ICCM

Sheppard Pickup & Company
Chartered Accountants

30 KINGS PARK ROAD
WEST PERTH
WESTERN AUSTRALIA 6005
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To: The Members,
The Institute for the Conservation
of Cultural Materials Incorporated.

AUDITORS' REPORT

We have examined the balance sheet of the Institute for the Conservation of Cultural Materials Incorporated at 30th June 1983 and the related statement of profit and loss for the year then ended. Our examination was limited to the information at our disposal provided by the books of the Institute and explanations given by the Honorary Treasurer.

In our opinion, subject to the limitation in the scope of our audit noted above:

- 1) the accounts of the Institute are properly drawn up so as to give a true and fair view of the financial position of the Institute at 30th June 1983 and of its results of operations for the year then ended; and
- 2) the rules relating to the administration of the funds of the Institute have been observed.

SHEPPARD PICKUP & COMPANY

1st September, 1983.

I.C.C.M. (INC.)

BALANCE SHEET AT 30TH JUNE 1983

	Note	1983 \$	1982 \$
INSTITUTE FUNDS	3 & 5	<u>49,579</u>	<u>13,308</u>
Represented by:			
CURRENT ASSETS			
Cash at bank			
- operating account		1,398	1,049
- country conservator	5	2,735	-
Cash on deposit			
- operating deposits		23,945	11,025
- country conservator	5	20,099	-
- prize fund		1,000	1,000
Interest accrued		852	596
		<u>50,029</u>	<u>13,670</u>
Less:			
CURRENT LIABILITY			
Subscriptions in advance		450	362
NET CURRENT ASSETS		<u>49,579</u>	<u>13,308</u>

DRAFT
FOR DISCUSSION
PROPOSALS ONLY.

The accompanying notes are an integral part of this balance sheet.

I.C.C.M. (INC.)STATEMENT OF PROFIT AND LOSS FOR THE YEAR ENDED 30TH JUNE 1983

	Note	1983 \$	1982 \$
PROFIT (LOSS) FROM OPERATING ACTIVITIES			
Subscriptions	1	6,640	4,218
Publications	2	(4,291)	(2,930)
Conference	3	12,477	2,175
Prizes	4	15	15
Country conservator activities	5	22,834	-
Donations and sundry		202	149
		<u>37,877</u>	<u>3,627</u>
OTHER INCOME			
Interest, operating accounts		<u>1,786</u>	<u>1,291</u>
OTHER EXPENSES			
Accounting and audit		107	63
Bank charges		49	49
Postage and stationery		596	907
Sundry		177	95
Travel		2,463	2,393
		<u>3,392</u>	<u>3,507</u>
NET PROFIT (LOSS)		36,271	1,411
INSTITUTE FUNDS - beginning of year		<u>13,308</u>	<u>11,897</u>
INSTITUTE FUNDS - end of year		<u><u>49,579</u></u>	<u><u>13,308</u></u>

The accompanying notes are an integral part of this statement of profit and loss.

NOTES TO ACCOUNTS - 30TH JUNE 1983 .

		1983		1982
		\$		\$
1.	SUBSCRIPTIONS			
	Ordinary	(314)	4,713	(280) 2,796
	Student	(31)	307	(21) 158
	Institutional	(60)	2,670	(51) 1,523
	Life	(-)	-	(2) 400
			<u>7,690</u>	<u>4,877</u>
	Less:			
	Capitation levies to States:			
		N.S.W.	366	228
		W.A.	159	115
		A.C.T.	306	180
		QLD.	126	74
		S.A.	93	62
			<u>6,640</u>	<u>4,218</u>
2.	PUBLICATIONS			
	Income:			
	Perth '73 proceedings		59	35
	Canberra '76 proceedings		65	179
	Rock Art '77 proceedings		204	138
	Disaster planning		348	209
	Bulletin		341	51
			<u>1,017</u>	<u>612</u>
	Less:			
	Expenses:			
	Printing		5,308	3,542
			<u>(4,291)</u>	<u>(2,930)</u>

DRAFT
FOR DISCUSSION
PURPOSES ONLY.

I.C.C.M. (INC.)

NOTES TO ACCOUNTS - 30TH JUNE 1983

	1983	1982
	\$	\$
3. CONFERENCE		
Grants	11,500	-
Income	2,677	4,334
	<u>14,177</u>	<u>4,334</u>
Less:		
Expenses	(1,700)	(2,159)
	<u>12,477</u>	<u>2,175</u>

During the year the Institute has received grants from the Australia Council and the Australia Japan Foundation towards the cost of bringing certain guest speakers to the 1982/83 Conference to be held in Brisbane in September 1983.

It is estimated that such expenses will total \$17,000. Accordingly, of the total Institute funds at 30th June 1983 of \$49,579, approximately \$17,000 is committed to be spent on conference activities.

4. PRIZES		
Interest	115	115
Prizes - awarded	100	100
	<u>15</u>	<u>15</u>

5. COUNTRY CONSERVATOR ACTIVITIES

In February 1983 the Institute received a grant of \$25,500 from the W.A. Lotteries Commission to assess the conservation needs of country museums in Western Australia and to carry out appropriate conservation work in the State.

In the period to 30th June 1983 grant moneys had been used as follows:

	\$
Grant	25,500
Interest earned	599
	<u>26,099</u>
Less expenses:	
Salary	2,766
Workers compensation insurance	243
Travel	163
Supplies and sundries	88
Bank charges	5
	<u>22,834</u>

Of the total Institute funds at 30th June 1983 of \$49,579, an amount of \$22,834 is therefore committed to be spent on activities sponsored by the Grant, as described above.

