

Minutes of the 16th Annual General Meeting of the Australian Institute for the Conservation of Cultural Material (Inc), held at the Prince Phillip Lecture Theatre, Architecture Building, University of Melbourne, on Wednesday 27th October 1989.

Present: Ian MacLeod, Robert Wilmot, Marg Alexander, Dana Rome, Therese Mulford, Lesley Richards, Felicity Martin, Maggie Baron, Sue Gatenby, Marcelle Scott, Julian Bickersteth, Kay Soderlund, Robyn Sloggett, Jeavons Baillie, Harry Haxton, Colin Pearson, Helen Weidenhofer, Lance Finch, Roger Trudgeon, Benita Johnson, Chris Loretto, James Elwing, Jill Gurney, John Gillespie, Christine Ianna, John Kane, Susu Nousala, Mary McGivern, Sharyn Black, Powena Hill, Amar Galla, Dale Kerwin.

1. Opening of Meeting.

The meeting was opened at 6.30pm by the President, Mr Robert Wilmot.

2. Apologies.

Thea Exley, Tony Carey, Mark Henderson, Sue Walston, Karen Koote, Anne Wright, Sarah Slade, Cheryl Jackson.

3. Confirmation of Minutes of AGM 15.

It was agreed that the minutes of the 15th AGM, be accepted as a true and accurate record.

(Res 88/1) H Haxton/F Martin, carried.

4. President's Report.

Presented by the President Mr Robert Wilmot. It was agreed that the President's report be accepted.

(Res 88/2) J Bickersteth/D Rome, carried.

5. Secretary's Report.

It was agreed that the report presented by the Secretary Mrs Marg Alexander, be accepted.

(Res 88/3) F Martin/S Nousala, carried.

6. Treasurer's Report.

Report presented by the Treasurer, Mr Ian MacLeod was accepted.

(Res 88/4) M Alexander/R Wilmot, carried.

7. Auditor's Report.

The Auditor's report was read by Ian MacLeod, and accepted by the members.

(Res 88/5) Ian MacLeod/M Alexander, carried.

8. Appointment of Auditor for 89/90.

Ian MacLeod nominated Bradshaw, Judd and Collins, Perth WA. It was agreed that the firm would be reappointed, subject to the possibility that a new Treasurer may reside in another state and require a more accessible auditor.

(Res 88/6) Ian MacLeod/R Wilmot, carried.

9. Reports from Local Divisions.

ACT presented by Susu Nousala  
NSW presented by Kay Soderlund  
QLD presented by Christine Ianna  
SA presented by Helen Weidenhofer  
TAS presented by Therese Mulford  
VIC presented by Robyn Sloggett  
WA presented by Ian MacLeod

It was agreed that all reports be accepted.  
(Res 88/7) M Alexander/D Rome

10. Election of Incoming Council.

Nominations for the following positions were received prior to the meeting and nominees were deemed to be elected.

President	M Alexander
Sen Vice President	Kay Soderlund
Vice President	Lesley Richards
Vice President	Therese Mulford
Treasurer	Dabbie Breen
Secretary	-
Ordinary Member	Thea Exley
Ordinary Member	James Elwing
Ordinary Member	Ian MacLeod
Ordinary Member	Sharon Towns
Ordinary Member	Tamara Lavrencic
Publications Officer	Julian Bickersteth

(Res 88/8) Nomination forms were found correct. Carried.

Appointment of Public Officer -

Wendy Smith was nominated by Leslie Richards, seconded Felicity Martin.

(Res 88/9). Carried.

As no nomination was received for the position of Secretary it was agreed that Council would seek to fill the position as soon as possible.

(Res 88/10) Carried.

12. Other Business.

12.1 Accreditation: Margaret Alexander (Chairman - Sub-Committee, reported to members on progress. It is expected that applications forms will be sent out to members by the end of October.

With Council endorsement, Julian Bickersteth, raised the issue that the initials to be used by accredited members should be AAICOM, as formal recognition of Associate category of Professional Membership.

(Res 88/11) J Bickersteth/K Soderlund, carried unanimously.

Dr Lance Finch raised the matter of accountability. This matter was referred to the Accreditation Sub-Committee for full investigation.

12.2 Corporate Plan: Report on progress from Lesley Richards. The draft is expected to be ready by mid-November for Council and for distribution to members in early 1990.

12.3 Melbourne Conference 1989: Felicity Martin reported that the

air pilot's strike had resulted in low registrations. Tight budget control should result in at least a break even situation. It is planned that delegates to the conference will receive a published copy of the proceedings. It was pointed out that ICOMOS, by statute must make a 20% profit on conferences.

Colin Pearson expressed concern that the bulk of the delegates to the conference were AICCM members and that ICOMOS were poorly represented, and had not 'pulled their weight'. Felicity Martin indicated that the general feeling was that the joint conference had not proved ideal. There were many problems between the two groups trying to organize the conference from different perspectives.

Members thanked the organising committees for all their work in a very difficult time.

12.4 Membership of CAMA: Robert Wilmot explained the function of CAMA, and the reasons why AICCM should join. Susan Abasa representing CAMA, also explained the origin and function as providing a political arm to Government for all cultural and heritage organisations. They are presently undertaking a national assessment of Museum training needs, and are active in the formation of a Heritage Collections Council.

(Res 89/12) Moved that AICCM joins CAMA on the agreed terms of \$1 per individual member, subscription rate, H Weidenhofer/H Haxton. Carried by a majority with two abstaining voters.

12.5 NZ Joint Conference 1991: Robert Wilmot reported to members on the plans so far advanced toward this conference. NZ favours a date in April, as the weather is much better than in September. National Council have agreed in principle to accept this date. As the AICCM Annual General Meeting has to be held within three months after June 30, we will need to arrange some activity such as a two day workshop in August/September 1991 to accommodate our AGM.

12.6 Tasmanian Conference 1990: Therese Mulford presented a video showing the beauty of Tasmania and reported that plans were well advanced with a preliminary program having been distributed to members.

### 13. Date and Venue of Next AGM (17).

The next AGM will be held in Launceston in 1990.

Exact date and Venue to be announced.

Dana Rome offered the members heartfelt thanks to Robert Wilmot, the retiring President, who leaves to take up an appointment at the Hong Kong Museum. Carried.

There being no further business the meeting closed at 8.40pm.



AUSTRALIAN INSTITUTE FOR THE CONSERVATION OF CULTURAL MATERIAL (INC)

Notice of Annual General Meeting - Number 16.

The AGM will be held on Wednesday, 27 September 1989, from 6.00 pm to 8.30pm, at the Conference Venue, Melbourne University, Melbourne, Victoria. ( AICCM/ICOMOS Conference 1989).

AGENDA

1. Opening of Meeting by the President Mr Robert Wilmot
2. Apologies
3. Confirmation of Minutes of AGM 15.
4. President's Report
5. Secretary's Report
6. Treasurer's Report
7. Auditor's Report
8. Appointment of Auditor for 1989/90
9. Reports from Local Divisions
10. Election of Incoming Council
11. Appointment of Public Officer
12. Other Business
  - 12.1 Professional Accreditation
  - 12.2 Corporate Plan
  - 12.3 Membership of CAMA
  - 12.4 1989 Annual Conference - Melbourne
  - 12.5 1990 Annual Conference - Tasmania
  - 12.6 1991 Annual Conference - New Zealand
13. Date and Venue for next AGM
14. Close of Meeting

Alexander P  
 Seddon  
 Nuffell UP  
 Nicholas  
 Beckett Pub  
 Eiley  
 Eiley  
 McLeod  
 Lamm  
 Towns.

Sec :  
 Treas :

A AICCM.

1. Union
2. Orders for posters.  
 For list of money

Heritage Collection Council

## President's Report to AICCM AGM 16

Last year's Conference set the scene for the Institute to move rapidly in a number of directions.

A Corporate Plan was commissioned, a Professional Accreditation scheme was set in train, an appeal to raise a funding base to secure a permanent secretariat was launched. Council undertook to produce notes on how to select a private conservator. A working group was established to produce national guidelines for travelling exhibitions. A nationally co-ordinated development plan has been set in train and attempts made to draw attention to inadequate time for writing up and research. Council have participated in a national survey to define museum training needs and participated in an important CAMA/DASETT workshop to lobby cultural and federal Arts Ministers to establish a Heritage Collections Council.

Work has been undertaken to establish interesting and relevant conferences in Tasmania and New Zealand in 1990 and 1991.

The part-time secretariat has clarified its role within the organisation and we hope in the coming year to advertise for a new person to take over the valuable pioneering work of Algis Straukas. We have focused on the duties required of all Council members and clarified the interaction required of all office bearers with each other and with the secretariat.

Whilst we have achieved a considerable amount it is fair to say that it is an uphill battle without a more permanent secretariat. There is an increasing pressure on most people to be accountable for their time spent at work and 'voluntary' AICCM work must now almost exclusively be done at home.

There is a growing need for more members to take on the tasks that are required to be done to enable the institute to achieve its aims. There is a need for more involvement from grass roots members.

Having said this considerable achievements have been made this year and a number of individuals have made very significant contributions to make them happen.

In particular I would like to thank Margaret Alexander, James Elwing and John Ashton for the work they are doing as the inaugural Professional Accreditation Sub-Committee. I would like to thank all the National Council for working hard and efficiently to cover a lot of ground in a limited period of time.

Tamara Lavrencic has done a great job taking over the National Newsletter ably assisted by Gillian Osmond and Lynda Black.

Julian Bickersteth assisted by Kay Soderlund, has taken over the reins of publications with energy, initiative and imagination.

Sharon Towns is co-ordinating a National Regional conservation policy.

Thea Exley has 'ghost' written the important National Museum of Australia letter and the first AICCM Broadsheet "Guidelines for Commissioning Conservation Treatment for Cultural Objects".

Thea is also working with Lesley Richards and Margaret Alexander drafting our Corporate Plan, which we had hoped to issue a first draft of at this Conference.

Lesley Richards has attended some five meetings of the important needs survey of Museum training. Of course, these initiatives are very much on-going ones which will continue into the future.

I would like to make special thanks to retiring Council members Dara Rome, for the excellent work she did with last year's Conference, and of course the best Treasurer the AICCM has ever had - the incomparable Ian MacLeod. Ian has been treasurer for almost nine years and has provided a tremendous level of continuity and professionalism on behalf of all AICCM members over the years. Thank you very much for a job well done.

I would also like to thank Margaret Alexander for very solid support on the Executive and as National Secretary and wish her good luck for her new role in the Institute. I believe we are on the way to a meaner, leaner organisation which is on the way to getting where it wants to go.

I have also enjoyed working with this year's conference organisers and those in Tasmania for next year's Conference. We have also set things in train for an exciting conference in New Zealand in 1991.

I extend thanks also to Algis Straukas who has done great pioneering work in getting our membership records up to date and providing important back up to the Secretary, Publications Officer and myself.

I would also like to acknowledge the ongoing support of the State Conservation Centre of South Australia in providing space for the Secretariat and computing facilities.

I very much regret my premature retirement from the Presidency of the AICCM which I believe is a tremendous organisation with which I am very proud to have been associated for the last nine and a half years.

Robert Wilmot.

For further details, please contact your State Division:

ACT

The Secretary  
PO Box 87  
Jamison Centre  
CANBERRA ACT 2614

NSW

The Secretary  
c/- GPO Box 3762  
SYDNEY NSW 2001

QLD

The Secretary  
PO Box 373  
SOUTH BRISBANE QLD 4101

SA

The Secretary, AICCM  
c/- State Conservation Centre  
70 Kintore Avenue  
ADELAIDE SA 5000

TAS

The Secretary, AICCM  
c/- The Queen Victoria Museum and Art Gallery  
Wellington Street  
LAUNCESTON TAS 7250

VIC

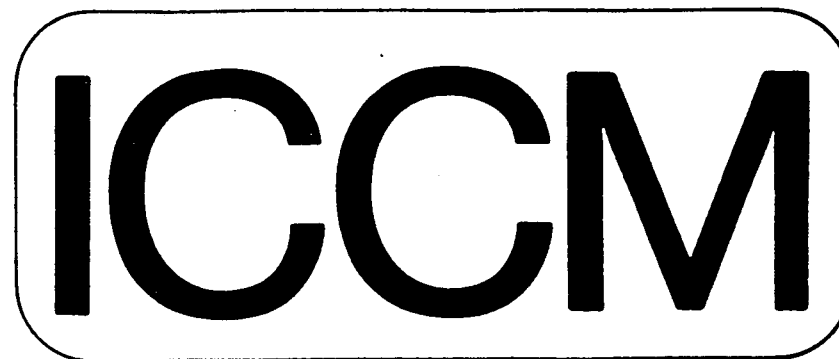
The Secretary  
PO Box 2046 S  
MELBOURNE VIC 3001

WA

The Secretary, AICCM  
c/- Western Australian Maritime Museum  
Cliff Street  
FREMANTLE WA 6160

If your local division is not represented, please contact  
your National Representative:

The Secretary  
GPO Box 1638  
CANBERRA ACT 2601



Australian Institute for the Conservation of Cultural Material Inc.

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Information Brochure

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**AUSTRALIAN INSTITUTE FOR THE CONSERVATION  
OF CULTURAL MATERIAL INCORPORATED**

**Aims:**

The Australian Institute for the Conservation of Cultural Material Incorporated which was established in 1973, is concerned with the long-term preservation of the nation's cultural collections. These collections are housed in Museums, Art Galleries, Archives, Libraries, Historic Houses and with private individuals. At present they are deteriorating due to ignorance and neglect. Even where persons and institutions are aware of the problems, conservation work is unable to be carried out due to the lack of adequate facilities and trained conservators. The Australian I.C.C.M. is equally concerned with historical outdoor structures and sites.

The aims of the Institute are:

- i) To promote the advancement of the science and art of the conservation of cultural material.
- ii) To promote co-operation and an exchange of information and ideas between those concerned with the conservation of cultural material. In particular, to improve scientific and technical knowledge and disseminate information within this field.
- iii) To convene regular meetings of those interested in the conservation of cultural material, and
- iv) To inform and make recommendations to government and organisations on matters relating to the conservation of cultural material.

In order to promote its activities, the Australian I.C.C.M. has reciprocal institutional membership with Australian and International organisations with similar aims.

**Incorporation:**

At the Annual General meeting of the A.I.C.C.M. held in Canberra during May 1976, a constitution was accepted. This was revised in 1977 and the A.I.C.C.M. became an incorporated body in September of the same year. Local Divisions are now in the process of becoming incorporated in their own states.

**Local Divisions:**

Any national organisation in Australia must rely heavily on regional activities to carry out the aims of the organisation and to this end the Institute has encouraged the establishment of local divisions.

Australian members automatically become members of their local State Division. Local Divisions receive 20% of each membership fee to finance their activities. Should members wish to be informed of another Division's activities, a surcharge of 20% of the ordinary membership fee should be paid for membership of each additional Division. This will enable members to receive notice of meetings and Divisional Newsletters.

**Code of Ethics:**

A Code of Ethics and Guidance for Conservation Practice has been produced by the A.I.C.C.M. This document is intended to serve both as a guideline for use by conservators and as an outline of the ethical obligations of conservators for use by their clients, colleagues and employers in Australia. It is available free of charge.

**Membership:**

Membership is open to all those interested in furthering the aims of the A.I.C.C.M. (Inc.) both here and overseas.

All applications for membership and membership renewals must be written on the official triplicate form and submitted to the National Secretary, GPO Box 1638, Canberra, ACT 2601.

Overseas subscribers will receive the Bulletin and National Newsletter by surface mail, unless the airmail surcharge is paid.

**Conferences:**

The following Conferences have been conducted by the A.I.C.C.M.:

- "Conservation in Australia", Canberra, 1976.
- "Conservation of Rock Art", Perth, 1977.
- "Conservation and Restoration of Library and Archive Material", Sydney, 1978.
- "The Conservation of Transport and Machinery", Perth, 1979.
- "Current Work in Conservation", Adelaide, 1980.
- "Conservation of Painted Surfaces", Melbourne, 1981.
- "Conservation Laboratories: Design and Equipment", Canberra, 1982.
- "Conservation: The Art, the Craft and the Science", Brisbane, 1983.
- "Conservation and Contemporary Art", Sydney, 1984.
- "Towards 200: Conservation in an Australian Context", Perth, 1985.
- "Conservation in Theory & Practice. Conserving our Past for the Future", Adelaide, 1986.
- "Future Directions for Conservation in Australia", Canberra, 1988.

The proceedings of these and future Conferences are published by the A.I.C.C.M. either as a collection of papers, or as individual papers in the A.I.C.C.M. Bulletin.

**AICCM Publications:**

A complete list of publications and papers are available by writing to:

**The Publications Officer  
GPO Box 1638  
CANBERRA ACT 2601**

General enquiries may be directed to:

**The Secretary  
GPO Box 1638  
CANBERRA ACT 2601**



I . C . C . M . INC.

BALANCE SHEET AS AT 30TH JUNE, 1989.

	<u>NOTES</u>	<u>1989</u>	<u>1988</u>
INSTITUTE FUNDS		\$14,329	\$18,129
		=====	=====
Represented by:			
CURRENT ASSETS			
Cash at Bank			
- operating account		958	7,898
Cash on Deposit			
- operating deposit		10,976	15,520
- prize fund		1,000	1,000
Interest Accrued		420	38
Conference Advances	3	2,000	1,200
Prepaid Salary		-	2,860
		-----	-----
		15,354	28,516
Less:			
CURRENT LIABILITIES			
Audit Fees Accrued		840	750
Subscriptions in Advance		185	9,637
		-----	-----
NET ASSETS		\$14,329	18,129
		=====	=====

The accompanying Notes form an integral part of these financial statements.



Orders for posters.

I . C . C . M .   I N C .

STATEMENT OF INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 30TH JUNE, 1989.

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	<u>NOTES</u>	<u>1989</u>	<u>1988</u>
NET PROCEEDS (DEFICIT) FROM OPERATING ACTIVITIES			
Subscriptions	1	20,139	14,007
Publications	2	(7,741)	(7,367)
Conference		2,232	(121)
Prizes	4	20	(80)
Donations and Sundry	7	2,375	123
		17,025	6,562
OTHER INCOME			
Grant Received	5	2,500	2,500
Interest on Operating Accounts		2,007	2,137
		4,507	4,637
TOTAL INCOME		21,532	11,199
LESS PAYMENTS			
Advertising		75	149
Accounting and Audit		910	1,044
Bank Charges		44	56
Travel		4,985	3,742
Postage, Printing and Stationery		5,271	1,300
Sundry	6	437	403
Secretariat Assistance		13,610	14,004
		25,332	20,698
SURPLUS (DEFICIENCY) OF INCOME OVER EXPENDITURE		(3,800)	(9,499)
Add: Prior Period Adjustment Grant Received	5	-	2,500
		-	(6,999)
INSTITUTE FUNDS AT BEGINNING OF YEAR		18,129	25,128
INSTITUTE FUNDS AT END OF YEAR		\$14,329	\$18,129

The accompanying Notes form an integral part of these financial statements.

I . C . C . M .   I N C .

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30TH JUNE, 1989

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	<u>1989</u>		<u>1988</u>
<b>1. SUBSCRIPTIONS</b>			
Subscriptions were received as follows:			
Ordinary - \$35	(425)	14,875	(367)    9,400
Student - \$20	(46)	920	(44)    660
Institutional - \$80	(92)	7,360	(98)    5,880
Air Mail Surcharges and Foreign Exchange Gain		271	79
		-----	-----
		23,426	16,019
Less:			
Capitation levies to States			
VIC		568	293
NSW		1,107	665
WA		249	185
ACT		586	423
QLD		322	203
SA		314	174
TAS		141	69
		-----	-----
		3,287	2,012
		-----	-----
Net Subscriptions Received		\$20,139	\$14,007
		=====	=====
<b>2. PUBLICATIONS</b>			
Receipts:			
Special Publication		60	-
Rock Art Disaster Planning Bulletin		70	17
		463	4,857
		-----	-----
		593	4,928
Less Payments:			
Printing		8,334	12,295
		-----	-----
Net Loss on Publications		(\$7,741)	(7,367)
		=====	=====

3. CONFERENCE ADVANCES

The following conference fees were prepaid in 1989:

	<u>1989</u>	<u>1988</u>
1988 Institute Conference in A.C.T.	-	1,200
1989 Institute Conference in Tasmania	2,000	
	-----	-----
	\$2,000	\$1,200
	=====	=====

4. PRIZES

Interest	120	120
Prize - awarded	100	200
	-----	-----
	\$20	\$(80)
	=====	=====

5. GRANTS RECEIVED

A grant of \$2,500 was received from the Department of Arts, Sport, Tourism and Territories in respect of the year ended 30th June, 1989 to cover current year production costs and has been disclosed as current income.

6. SUNDRY EXPENSES

Petty Cash	\$437	\$403
	=====	=====

7. DONATIONS AND SUNDRY

Donations included \$200 received from the Preservation of Paper Campaign and \$2000 from Westpac Archives in respect of partial funding of the Secretariat.