

AGM 2. 1976

MINUTES OF THE ANNUAL GENERAL MEETING HELD AT
BRUCE HALL AND THE CHEMISTRY LECTURE THEATRE,
AUSTRALIAN NATIONAL UNIVERSITY, CANBERRA
ON 13-14TH MAY, 1976

Present: E. Allen*, W. Ambrose, F. Bafmatuk, A. Bermingham,
A. Byrne, M. Byrne, J. Caldwell, J. Carter, T. Chadwick*,
J. Clarke, I. Cook, N. Corbett, A. Court, E. Cotsell,
F. Davis, G. Davis, R. Ellis, M. Eutick, L. Finch,
G. French, L. Glover, N. Harwood+, T. Hobson, G. Hudson*,
R.I. Jack, G. Joyner*, K. Keith+, N. Keith+, I. King,
A. Lloyd, N. Millar+, P. Mlakar+, A.C. Morris*, S. Mourot,
D. Newell, R. Pachuki, C. Pearson, C. Payne+, C. Phillips,
G. Pretty, M. Purtell*, E. Quinlan, A. Reed, D. Reay+,
D. Robinson, M. Saclier, C. Smith*, D. Tilbrooke, M. Upton,
J. Varley, T. Walsh, S. Walston, R. Webster.

* indicates present on 13th May only.

+ indicates present on 14th May only.

1. Opening (Agenda 1)

The Chairman, and President of ICCM, Dr. Colin Pearson opened the meeting at 8 p.m.

2. Presidential Address (Agenda 2)

The President then presented his report:

Introduction

It is now over 2½ years since the ICCM was established in Perth and our last general meeting. Although it took some time for us to get established I believe that the ICCM is now a viable body with increasing support from individuals, institutions and governments.

Following the meeting in Perth the majority of people were very enthusiastic and it appeared that we would be off to a flying start. Unfortunately, there were problems which were influenced by three main factors. Firstly, we had decided that before opening membership of the ICCM we would resolve our relationship with the International Institute of Conservation in London. We initially applied to become affiliated as a regional group of IIC, however, we were advised, and this was not for several months, that due to the problems this would create, particularly with respect to the limitations it would place on the ICCM, that we should proceed with incorporation as an autonomous body, following which we should apply to become a supporting body of IIC.

Secondly, we originally hoped that we could become an incorporated body reasonably quickly, however, there were many difficulties to overcome, particularly relating to our constitution which has been rewritten and we hope will now be suitable for incorporation purposes.

Thirdly, the actual management of the ICCM has been in the hands of just a few people, these being practising conservators. The majority of delegates attending the Perth Seminar were not conservators and although they were enthusiastic to continue supporting the aims of conservation, with their many other obligations this proved rather difficult and most of the Working Parties established in Perth have not been very active. In addition the executive had communication problems due to distance factors, various officers being overseas for long periods and the unofficial appointment of an executive officer when it appeared that funds might be available for the full-time funding of such a position. This produced a large amount of confusion as officers were unsure of their duties and responsibilities.

Now that the majority of these problems have been resolved I see a bright future for the ICCM, providing we can continue to work together and show that we are professionally competent as both conservators and institute officers.

Membership

Due to the reasons mentioned earlier, membership of the ICCM was not officially opened until April 1975. Following a slow beginning, we now have a growing membership which currently stands at 131 ordinary members and 12 institutional members.

A combined prospectus/membership application form which was produced by Mr. Ambrose will shortly be updated and we intend to commence a membership drive in the near future.

Council Meetings

Council meetings were held in Perth on 11th August 1973, in Canberra on 9th December 1974, and in Melbourne on 22nd April 1975.

The Perth Council Meeting set up a number of sub-committees to assist in the establishment of the ICCM and the work of these committees will be mentioned in different sections of this report.

The main aim of the council was to establish a programme of work to; (a) set up the ICCM on a formal basis by opening membership and becoming an incorporated body, and; (b) to implement the resolutions of the Perth Seminar with particular emphasis on the establishment of working parties.

The Canberra Council Meeting was arranged rather urgently as the Committee of Inquiry on Museums and National Collections which had been touring the country and receiving submissions were concerned that they had not received a submission from the ICCM which in their opinion was essential for consideration by the Committee. The only business carried out at this meeting was the drawing up of a submission on behalf of the ICCM and this was then immediately forwarded to the Committee of Inquiry. Details of this submission have been issued in a recent edition of the ICCM Bulletin 1, No. 1, 3-18.

The Melbourne Council Meeting, although dealing with a few management matters of the ICCM, was spent essentially on the redrafting of the interim constitution of the ICCM (accepted at the first General Meeting in Perth, August 1973). A copy of this draft was published in the ICCM Bulletin 2, No. 1, 47-64 and was drawn up in this manner so that it would be suitable, if and when the ICCM applied to become an incorporated body.

ICCM Submissions

The ICCM drafted three submissions to various government Committees of Inquiry and organisations. The first was to the Committee of Inquiry on the National Estate which was based on the report, recommendations and resolutions resulting from the 1973 Perth Seminar.

The next submission, to the Australian Biological Resources Study Council, was prepared in 1974. This was for funds to employ a specialist to carry out a survey of biological collections in Australia, to determine their state of preservation and to make recommendations on the requirements needed in this field. Although this submission was presented twice it was unsuccessful.

The most important submission was that to the Committee of Inquiry on Museums and National Collections, presented in December 1974 (published in the ICCM Bulletin 1, No. 1, 3-18). Many of the aims and recommendations of the submissions were included in the Report of the Committee - "Museums in Australia 1975". The ICCM executive strongly supports the findings and recommendations of the Report and hopes that some government action will soon commence.

Affiliation with IIC

Early approaches were made concerning affiliation of the ICCM with IIC as a regional group. However, the opinion received from Mr. N. Brommelle, Secretary General of IIC was that this would place restrictions on the activities of the ICCM and that we would fare better setting up as an independent body and then become a supporting member of IIC.

Incorporation

Ian Cook has been investigating the requirements for incorporation of the ICCM and it appears that if our new constitution is accepted by the AGM that there should not be too many difficulties in achieving this. The matters of the ICCM constitution and incorporation are important items on the 1976 AGM agenda.

Conservation Seminar, Perth 1973

The report of the National Seminar on the Conservation of Cultural Material was circulated immediately following the seminar. Efforts were then made to obtain finance for the publication of the Seminar Proceedings and we were very fortunate in receiving a grant of \$1500 from the Australian Academy of the Humanities and one of \$1000 from the Australian National Advisory Commission for UNESCO. We are greatly indebted to these two organisations for their assistance which was on the understanding that the Proceedings would be distributed free

of charge so that we could cover as wide a range as possible of governments, institutions and persons interested, and/or responsible for cultural and historical collections. This distribution is now being carried out.

Working Parties

A number of working parties were established at the Perth Seminar, however, very few of these have been very active. Those that have been carrying out the various resolutions of the Perth Seminar have presented reports which will be published in the Bulletin.

As mentioned earlier, the problems of other commitments, distance and lack of funds for meetings has meant that it has been extremely difficult for working parties to work effectively, however, it is hoped that they will continue and will make a significant contribution to the next conference.

Working parties and sub-committees on matters such as the constitution, membership, resolutions, publications, training and a central conservation institute have been effective and their reports were either included in the ICCM submissions to the Committee of Inquiry on Museums and National Collections or are reported elsewhere.

Request for Financial Assistance

Requests for financial assistance were forwarded to various institutions for; (a) publishing the Proceedings of the Perth Seminar (reported earlier) and; (b) to support the work of the executive and council of the ICCM and also for the appointment of a full-time executive officer. The only funds forthcoming in the latter case was a grant for \$1000 from the Visual Arts Board for establishment and development programme formulation costs. This was sent by the Visual Arts Board in the middle of 1974 direct to Miss A. Bermingham who at that time was acting in the position of executive officer, a position which due to misunderstanding was not officially confirmed by the ICCM council. Due to various problems concerning this position it was officially terminated by the President in December 1974. The funds from the Visual Arts Board did not pass through the ICCM accounts.

Publications

In March 1975 the A.C.T. Division of ICCM offered to widen the circulation of their local bulletin to all ICCM members, offering in fact to produce a national ICCM Bulletin. This was gratefully accepted at the ICCM Council Meeting in April 1975 and the Bulletin, edited by Wal Ambrose, is now in regular production. Wal Ambrose is to be congratulated in producing an excellent publication. The future of the Bulletin however, rests with ICCM members as it is their contributions which make the Bulletin and I urge everyone to assist in producing a regular and professional publication.

National Survey

Wal Ambrose headed the working party dealing with a national survey. This initially has been restricted to Canberra on a trial basis so that the requirement of a survey, in particular a questionnaire, can be determined before being circulated on a national basis.

ICONE Working Party on the Conservation of Building Materials

A Working Party on the conservation of building materials was organised by the Interim Committee on the National Estate in Hobart, April 1975. Various members of the ICCM were invited to attend the meeting which was the first time that architects, material scientists, historical archaeologists and conservators had met together to discuss the overall topic of the preservation of historic buildings. A visit to Port Arthur was made at the end of the meeting where the problems of its restoration were discussed in detail. It is hoped that following this meeting there will be much closer communication and co-operation between the various disciplines concerned with this aspect of the preservation of our cultural heritage.

Conservation of the 'Blue Poles'

A statement was made in the Sunday Telegraph of 4 November 1974 concerning the 'Blue Poles' painting - "There is no one in Australia who could judge the painting's conservational quality".

The President was asked to point out to the person responsible for the statement, this being a spokesman from the Department of the Prime Minister and Cabinet, that there were conservators in Australia very capable of judging the "conservational" qualities of this and any other painting held in the National Collection.

The reply to this was that at that time no conservator in Australia was in a position to pass judgement on the painting as they had not had the opportunity of examining it. The report, given in the newspaper was in fact rather misleading and the competence and experience of Australian conservators did not come into the matter.

Conclusions

I should like to conclude as I should have really begun by thanking the executive of Ian Cook (Secretary), Allan Byrne (Treasurer), also Ann Bermingham (Acting Secretary during part of 1974) and Chris Payne (Acting Treasurer during part of 1975) for their invaluable assistance during these very difficult early years of the ICCM. I believe that our recent conference, the standard of speakers, the number of delegates and the excellent news coverage that we received has indicated that we are now a viable professional organisation, well capable of managing

our own affairs (with some financial support) and I sincerely hope that the incoming executive and council will be able to receive the full support of all ICCM members in forwarding the aims and needs of the ICCM and the cause of conservation throughout Australia.

Colin Pearson
President

76/1 That the President's report be accepted.

Pearson/Newell

Carried

3. Apologies (Agenda 3)

Apologies were received from Mr. John Hodge and Professor John Mulvaney.

4. Confirmation of minutes of Perth meeting (Agenda 4)

76/2 That the minutes of the first General Meeting of the ICCM held on Friday 10 August 1973 at 1.30 p.m. in Science House Perth be accepted.

Ellis/Phillips

The President briefly discussed the minutes indicating that most matters in them had been covered in his report. Concerning item 8 the President mentioned that he would make available to anyone who wished to see it a copy of the report to UNESCO made by Drs. Ride and Talbot of the Australian Advisory Committee for UNESCO.

Carried

5. Secretary's Report (Agenda 5)

Ian Cook presented the following report:

During the two years since the formation of the Institute in Perth, the membership has grown at a reasonable rate. This growth was very slow until about April 1975. At this time the council formally opened the membership and a comprehensive membership drive was conducted with gratifying results. Over the last few months the Institute has received one or two members each week. Currently the Institute has 131 ordinary members and 12 Institutional members. Prospects for increasing membership appear to be very favourable and the Institute should now grow at a relatively rapid rate.

Although the growth of the Institute was slow in the months following the Perth meeting, I think that this period was a very difficult one for the Council. There are great difficulties in the organisation of any body operating at a national level in Australia and much of the initial effort of the Executive of the Council was turned to problems of establishing methods of communication. We are certainly now reaping the rewards of the effort of the Council during this period.

The current growth in membership has been accompanied with the establishment of the Conservation Bulletin. The importance of the Bulletin as a means for communication and dissemination of information cannot be overstated and the Editor, Wal Ambrose is to be congratulated for his effort.

I think the Institute has now passed through its most difficult period, a period of 'growing pains' since formation in Perth, and is now entering a new and more useful and productive period. Since the submission to the Committee of Inquiry on Museums and National Collections I think that many of us who have served on the Council have witnessed a remarkable change from the confusion which followed the formation of the Institute to a growth and uniformity of view and purpose regarding the development of a National Conservation Programme.

The ICCM is now in a position to insure that such a programme will be developed in Australia in the near future.

76/3 That the Secretary's report be accepted.

Cook/Ellis

It was commented that all members should be on the look out for others who could be encouraged to join. It was also asked whether the problems of communication between members could be discussed before elections were held.

Carried

6. Treasurer's Report (Agenda 6)

Allan Byrne presented the following report and financial statements:

The ICCM books opened in August 1973 with a deposit of \$75.00. This figure grew by six ordinary and one institutional membership to the total subscription for 73/74 of \$125.06 (six cents from C. Brewer to pay for duty, returned as a stamp with his receipt). With \$1.90 in interest ICCM total income for August 1973 to June 30th 1974 was \$125.96.

Expenditure for this period was on postage \$4.23, stationary \$9.52 and stamp duty \$2.50. Total expenditure for August 1973 to 30th June 1974 was \$16.31.

At 30th June 1974 ICCM held \$6.19 cash in hand and \$104.46 as cash at bank, giving total cash of \$110.65.

For the period 1st July 1974 to 30th June 1975 ICCM had a total subscription of \$354.57 (the unusual total is due to devaluation of the NZ dollar when \$20.00 subscription from the Dunedin Public Art Gallery was devalued to \$19.57 Aust.). During 74/75 two grants, \$1,000.00 from UNESCO and \$1500.00 from the Australian Academy for the Humanities were received to assist in the publication of the 1973 Perth Conference Proceedings. Interest for this period was \$34.89. When the total cash from 73/74 was carried over total credit was \$3,000.11.

Expenditure for 74/75 included a payment of \$1,000.00 to the Western Australian Museum for part publication of the 73 proceedings. Postage totalled \$17.20 and stationary \$7.00. A \$20.00 cheque was returned to the Western Australian Museum due to a double payment of subscription. Total expenditure for 74/75 was \$1,044.20 This left cash in hand of 19 cents and \$1,955.72 at bank. Total cash was \$1,955.91.

At 1st May this year (1976) subscriptions totalled \$575.10 (\$5.10 being paid by G. Fischer).

The largest payment so far this year (1976) is the payment of \$1,500.00 to the Western Australian Museum for the publication of the 73 Perth proceedings. So far postage totals \$101.20, \$47.70 of this being postage for the latest issue of the Bulletin.

Due to monies moving through our account for conference receipts and payments it is difficult to estimate at this time the final amounts on the books at the end of this financial year. I anticipate we should have sufficient, when all monies come in from the conference to help a long way in the publishing of the proceedings.

INCOME AND EXPENDITURE FOR ICCM

AS AT 30TH JUNE

1974

INCOME		EXPENDITURE	
Subscriptions	\$ 125.06	Expenditure from Petty Cash	\$ 13.75
Bank Interest	1.90	Returned to C. Brewer for overpayment of subscription	.06
		Bank Charge	2.50
			16.30
		Cash in Hand	6.19
		Cash at Bank	104.46
	<u>126.96</u>		<u>126.96</u>
Total Cash (Cash in Hand plus Cash at Bank) as at 30.6.74			\$ 110.65

INCOME AND EXPENDITURE FOR ICCM
FOR PERIOD 1ST JULY 1974 TO 30TH JUNE 1975

INCOME	\$	EXPENDITURE	\$
Total Cash 1.7.74	110.65	Payment part publication 73 Seminar Proceedings.	1,000.00
Grant, UNESCO	1,000.00	Registered letter to Press	1.20
Grant, The Australian Academy for the Humanities	1,500.00	Stationary	7.00
Subscriptions	335.00	Postage Stamps	16.00
Subs. Dunedin Public Art Gallery (NZ devaluation)	19.57	Returned to W.A. Museum for overpayment of Subs.	20.00
Bank Interest	34.89	Cash in Hand	.19
	<u>3,000.11</u>	Cash at Bank 30.6.75	1,955.72
			<u>3,000.11</u>
Total Cash (Cash in Hand plus Cash at Bank) as at 30.6.75			<u><u>1,955.91</u></u>

76/4 That the Treasurer's report be accepted

Byrne/Newell

It was asked whether the \$1,000 paid by the Visual Arts Board to the Executive Officer of ICCM in 1974 should be included in the Treasurer's report. It was felt that since this money had never passed through the books of the Institute it could not be included. ICCM approached the Visual Arts Board in 1973 to fund a permanent position of Executive Officer. This position had not, however, been formalised. In April 1974, the President received a copy of a letter from the Visual Arts Board to Miss Bermingham granting \$1,000 for "establishment and development programme formulation costs". The President had written to Miss Bermingham about this money. Miss Bermingham said that in November/December 1974 the Visual Arts Board had been prepared to offer \$17,000 plus office space to ICCM so that a permanent position of Executive Officer could be established. However, she stated that it had been impossible to hold the organisation together and hence plans to establish an Executive Officer had not gone ahead.

There was considerable concern that the Visual Arts Board would not make any future grants to ICCM if the matter of this \$1,000 was not satisfactorily cleared up. It was pointed out that the Australia Council had supported the 1976 Conference and that ICCM's relations with the Australia Council were good.

Miss Bermingham said that the Australia Council had refused to finance a Secretary to set up the Institute and that this should have been discussed by Council. Dr. Pearson said that he had not received any correspondence indicating that the Visual Arts Board would fund an Executive Officer.

It was moved by Mr. Hobson and seconded by Mr. Phillips that the motion be put. The Chairman then put the motion.

Carried

(The appointment of an auditor was deferred until later in the meeting.)

7. Election of Officers (Agenda 8)

The Chairman mentioned that nominations had been called for in the March issue of the Bulletin and that for two positions of Councillor and one of Vice President no nomination had been received. Mr. Francis Bafmatuk was nominated as Vice President and Messrs. Murray Upton and Malvin Eutick were nominated as Councillors. There being no further nominations the following were declared elected unopposed :-

President: Miss Susan Walston,
Head, Conservation Department,
Australia Museum,
Sydney
(I. Cook/W. Ambrose)

Senior Vice President:
Mr. Wallace Ambrose
Senior Research Officer,
Research School of Pacific Studies,
Australian National University,
Canberra
(I. Cook/G.S.M. Wright)

Vice Presidents: Mr. Allan Byrne,
Conservator,
Australian War Memorial,
Canberra
(I. Cook/G.S.M. Wright)

Mr. Francis Bafmatuk,
Papua New Guinea Museum,
Port Moresby, P.N.G.
(G. Pretty/M. Saclier)

Secretary: Dr. Colin Pearson,
Head, Conservation Department,
W.A. Museum,
Perth
(D. Gilroy/M. Owens)

Treasurer: Mr. David Tilbrooke,
Assistant Curator, Conservation Department,
W.A. Museum,
Perth
(D. Gilroy/M. Owens)

Councillors:

Ms. Jill Caldwell,
Archivist,
Australian Archives,
Canberra

(T. Walsh/I. Cook)

Mr. Ian Cook,
Conservator,
National Library of Australia,
Canberra

(S. Walston/J.A. Chadwick)

Mr. Bob Ellis,
Curator of Relics,
South Australian Museum,
Adelaide

(I. Cook/G.S.M. Wright)

Mr. Malvin Eutick,
Student,
c/- Dept. Biochemistry,
University of Sydney,
Sydney

(S. Walston/G. French)

Professor R. Ian Jack,
Department of History,
University of Sydney,
Sydney

(I. Cook/G.S.M. Wright)

Mr. David Newell,
Conservator,
Mitchell Library,
Sydney

(P. Orlovich/P. Brunton)

Mr. Graeme Pretty,
Senior Curator of Archaeology and
Anthropology,
South Australian Museum,
Adelaide

(C. Pearson/I. Cook)

Mr. Mervyn Reed,
Officer in Charge,
Australian Archives,
Hobart

(T.C. Walsh/J. Caldwell)

Mr. Dan Robinson,
Curator of History and Technology,
Queensland Museum,
Brisbane

(M.C. Quinnell/N. Sabine)

Mr. Murray Upton,
CSIRO Division of Entomology,
Canberra

(C. Pearson/J. Clarke)

The retiring President offered his congratulations to the newly elected President and Miss Walston took the Chair.

8. Constitution (Agenda 9)

Mr. Ian Cook explained that the Constitution as presented in the March issue of the Bulletin had been drafted so that it would be possible to incorporate under the A.C.T. Associations Incorporation Ordinance, 1953-1966. He said that the Constitution as drafted had the same basic meaning as had been agreed to in Perth in 1973.

Mr. Cook then explained a number of amendments to the Constitution as printed in the March Bulletin. Copies of these amendments were circulated.

- 1 The name of the association shall be The Institute for the Conservation of Cultural Material (hereinafter called the Institute).

(The typing error is hereinafter substituted by inserting *the* in these rules; this is the proper legal form.)

- 2 - an applicant for membership of the Institute means a person or institution.

(To be added as a separate item following the definition of ordinary Councillors. This definition is necessary so that the applicant includes institutions applying for institutional membership.)

- 4 (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 to disseminate information within the field.

(*scientific and* added to emphasise scientific conservation)

- 4 (iv) To inform and make recommendations to Government and organisations on their role in the conservation of cultural material.

(*the need for their participation* altered to *their role* to express this aim more strongly)

- 5 (k) The establishment and support or aiding in the establishment or support, of any other association formed for any of the basic objects of the Institute. In particular the establishment of * _____ local Divisions to carry out the objects of the Institute.

(*autonomous* deleted at * because this could be confusing)

- 6 (1) An applicant who is nominated and approved for membership as provided in these rules is eligible to be a member of the Institute on payment of the annual subscription prescribed in, or fixed under these rules.
- (*applicant substituted for person to include institutions*).
- 6 (2) An applicant who is not a member of the Institute at the time of incorporation shall not be admitted to membership
- (*applicant substituted for person to cover institutions*).
- 6 (2) (a) Unless * nominated as provided in sub-rule (3) of this rule; and
- (omit *he is* at * to include institutions)
- 6 (2) (b) * admission as a member is approved by the council.
- (*his* deleted at * to include institutions)
- 6 (3) (a) A nomination of an applicant for membership of the Institute
- (*applicant* substituted for *person* to include institutions)
- 6 (3) (b) Shall be accompanied by the written consent of the applicant nominated (which may be endorsed on the form of nomination); and
- (*applicant* substituted for *person* to include institutions)
- 6 (3) (c) Shall be lodged with the Secretary of the Institute
- (*Secretary* substituted for *public officer*. In bodies incorporated under the A.C.T. Associations Incorporations Ordinance it is necessary to appoint a public officer to be the link between the association and the Companies Registration Office. Since the public officer must reside in the A.C.T. it would not be feasible to have the Secretary perform all functions of the public officer and some amendments to the Constitution as published in March are required to distinguish the functions of the Secretary, who is a council member and need not reside in the A.C.T. and the public officer who must reside in the A.C.T. but does not necessarily have to be a council member or ICCM member.)

- 6 (4) As soon as is practicable after the receipt of a nomination, the Secretary shall refer the nomination to the Council.
- (*Secretary* substituted for *public officer*. See 6(3)(c).)
- 6 (5) Upon a nomination being approved by the Council, the Secretary shall, with as little delay as possible, notify the nominee in writing that approval for membership of the Institute has been given and, upon receipt of the sum payable by or on behalf of the nominee as his first year's subscription, shall enter the nominee's name in a register of members to be kept by the Secretary, whereupon the nominee becomes a member of the Institute.
- (*Secretary* substituted for *public officer* twice. See 6(3)(c).)
- 6 (6) A member of the Institute may, at any time, resign from the Institute by delivering or sending by post to the Secretary a written notice of resignation.
- (*Secretary* substituted for *public officer*. See 6(3)(c).)
- 6 (7) Upon receipt of a notice under sub-rule (6) of this rule, the Secretary shall remove the name of the member by whom the notice was given from the register of members, whereupon that member ceases to be a member of the Institute.
- (*Secretary* substituted for *public officer*. See 6(3)(c).)
- 6 (8) A right, privilege, or obligation of a person or institution by virtue of membership of the Institute.
- (*or institution* added to include institutional members)
- 6 (8) (a) It is not capable of being transferred or transmitted * _____; and
- (*to another person* omitted at * so that institutions are also covered)
- 6 (8) (b) Terminates upon the cessation of * _____ membership whether by death, resignation, or otherwise.
- (*his* omitted at * so that institutional members are covered)
- 6 (9) Members are not to be liable to contribute towards payment of liabilities of the Institute * _____
- (*on a winding up of the Institute* deleted at * so that members are not liable in any situation)

- 6 (10) Institutional Members shall be those bodies, institutions and associations which have applied for membership according to 6 (1) to 6 (9).

(according to 6 (1) to 6 (9) substituted for paid an annual subscription as may be determined by the council and been approved by the council so that institutional members are admitted in the same way as ordinary members)

- 6 (11) Life Members shall be those persons who have paid to the Institute the sum of One Hundred Dollars (\$100) or such other sum as may be determined by the council from time to time.

- 6 (12) Honorary Life Members shall be those persons who in the opinion of the council have performed outstanding service for the Institute and/or the cause of conservation of cultural material.

(6(12) inserted to separate clauses concerning Life Membership and Honorary Life Membership)

- 14 (1) (a) The public officer of the Institute shall cause to be inserted in at least one newspaper published in this State or Territory an advertisement specifying the place, day and time for the holding of the meeting, and the nature of the business to be transacted thereat.

- 14 (1) (b) The Secretary of the Institute shall, at least 14 days before the date fixed for holding a general meeting of the Institute, notify all members in writing, the place, day and time for the holding of the meeting and the nature of the business to be transacted thereat.

(or Territory added to include the Australian Capital Territory and the Northern Territory. Responsibilities of the public officer and Secretary split. In the March version it was expected that the public officer would be the Secretary, however this is not possible. See 6(3)(c).)

- 14 (2) Notice of any special business proposed to be raised by a member at an annual general meeting shall be sent to the Secretary at least 14 days prior to the meeting.

(Secretary substituted for public officer. See 6(3)(c).)

- 15 (4) If within one hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting, *if convened upon the requisition of members shall be dissolved;.....

*(it substituted for if at *. Typing error.)*

- 22 (c) Subject to the Ordinance and these rules, has power to perform all such acts and things as appear to the * council to be essential for the proper management of the business and affairs of the Institute.
- (*council* substituted for *committee* at *. Drafting error.)
- 22 (d) The Public Officer shall be appointed for a period of two years by the Council and shall be eligible for reappointment at the end of this term.
- (Additional clause needed to define method of appointment of public officer. See 6(3)(c).)
- 23 (3) Delete
- (Clause provided for Secretary to be public officer. See 6(3)(c).)
- 24 (1) The council shall consist of :-
- (a) the officers of the Institute; and
 - (b) ten other members, and
 - (c) a publications officer, who shall be an officer or other member, and all of whom shall be elected at the annual general meeting of the Institute in each year.
- (*publications officer* added at * so that council can control the Institute publications. The publications officer should be a council member)
- 25 (b) Shall be delivered to the secretary of the Institute at least ten days before the date fixed for the holding of the annual general meeting.
- (*secretary* substituted for *public officer*. See 6(3)(c).)
- 25 (5) The ballot for the election of officers and ordinary councillors shall be conducted * in such usual and proper manner as the council may direct.
- (*at the annual general meeting* deleted at * to allow for postal voting)
- 27 (4) Any five members of the council constitutes a quorum (provided that at least three states/territories are represented) for the transaction of the business of a meeting of the council.
- (*/territories* added to include A.C.T. and N.T.)

- 27 (9) Written notice of each council meeting shall be served on each member of the council by delivering to him at a reasonable time before the meeting or by sending it by post in a prepaid letter addressed to him at his usual or last-known place of abode in time to reach him in due course of post before the date of the meeting.

(*council* substituted for *committee*. Drafting error.)

- 29 (4) The secretary of the Institute is responsible for calling meetings of a committee.

(*secretary* substituted for *public officer*. See 6(3)(c).)

- 30 (1) Until otherwise fixed pursuant to sub-rule (2) of this rule, the annual subscription payable by ordinary members shall be the sum of five dollars (\$5) and institutional members twenty dollars (\$20)

(underlined words added to provide for institutional members subscription)

- 33 (3) Where the council expels a member from the Institute, the secretary of the Institute shall, without undue delay, cause to be served on the member a notice in writing.

(*secretary* substituted for *public officer*. See 6(3)(c).)

- 33 (4) A member on whom a notice under sub-rule (3) of this rule is served may appeal against the expulsion to a special general meeting by delivering or sending by post to the secretary of the Institute, within fourteen days after the service of that notice, a requisition in writing demanding the convening of such a meeting for the purpose of hearing his appeal.

(*secretary* substituted for *public officer*. See 6(3)(c).)

- 33 (5) Upon receipt of a requisition under sub-rule (3) of this rule, the secretary shall forthwith notify the council of its receipt and the council shall thereupon cause a special general meeting of members to be held within twenty-one days after the date on which the requisition is received by the secretary.

(*secretary* substituted for *public officer*. See 6(3)(c).)

That the constitution as published in the March 1976 ICCM Bulletin with the amendments presented to the meeting by Mr. Ian Cook be adopted.

Cook/Clark

The substitution of "role" for "need" in rule 4(iv) was discussed. It was suggested that the word "need" was sufficiently strong and that there could possibly be some difficulty in registering an association whose aims included informing Government of their role. The movers of the motion accepted an amendment to the motion moved by Mr. Saclier and Professor Jack so that the motion would then read:

That the constitution as published in the March 1976 ICCM Bulletin with the amendments presented by Mr. Cook except that relating to rule 4(iv) be adopted.

An amendment to the motion by Ms. Reed and Dr. Finch to amend rule 6(3)(b) to read:

6(3)(b) shall be accompanied by the written consent of the applicant and if the applicant is an institution then its authorized representative (which may be endorsed on the form of nomination); and

was withdrawn. It was felt that an institution could only act through its authorized representative and that the underlined words proposed to be added by the amendment were not needed.

It was asked whether rule 6(9) would be acceptable to the Companies Registration Office when incorporation was applied for since it absolved members of the Institute from financial liability. This was stated to be acceptable for associations incorporated under the ordinance.

Three further amendments to the motion were moved:

That rule 26(e) which would have prevented council members from residing overseas be deleted and that rules 26(f), (g) and (h) be consequently renumbered as rules 26(e), (f) and (g) respectively.

Pretty/Reed

It was thought that members from countries such as Papua New Guinea should be encouraged to become council members.

Carried

That rule 29(6) be amended to read:

29(6) The President, the Vice-Presidents, the Treasurer, and the Secretary constitute an executive committee, which may issue instructions to the public officer and the servants of the Institute in matters of urgency connected with the management of the affairs of the Institute during the intervals between meetings of the council, and where any such instructions are

issued shall report thereon to the next meeting of the council.

Birmingham/Pearson

It was felt that all three Vice-Presidents should be included to make an executive committee of satisfactory size.

Carried

That rule 30(4) which reads:

*30(4) Where Local Divisions of the Institute are established, there will be a transfer of twenty per cent of the subscription (for each local member of the prescribed Local Division for each financial year) to the financial accounts of the Local Division.

be deleted.

Birmingham/Wood

Those in favour of the amendment felt that a percentage should not be laid down in the Constitution for funds to be transferred to Local Divisions. Some felt that Local Divisions should be financed entirely by separate local levies so that limited resources would be directly under council control. Those against the motion felt that Local Divisions were important for communication within the Institute. It was mentioned that 20% of subscriptions, even if individual subscriptions rose to \$10, would not cover the cost of producing and posting notices for monthly meetings of a Local Division. The A.C.T. Division had already raised a local levy. There was concern that larger Local Divisions would prosper at the expense of smaller Local Divisions. However it was pointed out that rule 30(4) would not prevent council from granting additional funds beyond 20% of local members subscriptions to enable smaller Local Divisions to operate effectively.

Lost

It was moved by Mr. Saclier and seconded by Mr. Phillips that the motion be put. Carried.

The motion was then put:

76/5 That the constitution as published in the March 1976 ICCM Bulletin with the amendments presented to the meeting by Mr. Cook except that relating to rule 4(iv) and as amended by Mr. Pretty's amendment relating to rule 26(e) and Miss Birmingham's motion relating to rule 29(6) be adopted.

Cook/Clarke

Carried

The President then adjourned the meeting until 9.00 a.m. on Friday, 14th May 1976.

At 9.00 a.m. on Friday 14th May 1976 the President declared the meeting open.

9. Appointment of Auditors (Agenda 8)

76/6 That Mr. Peter Gepp of East Fremantle
be appointed Honorary Auditor.

Pearson/Newell

Dr. Pearson stated that Mr. Gepp was willing to be appointed.

10. Regional Title/Relationship with the International Institute for Conservation and ICCM as a supporting body of IIC (Agenda 9(a) and 13)

As agenda items 9(a) and 13 were related the President proposed to discuss them together.

The Constitution as adopted on 13th May 1976 did not include the words "The Australasian and South Pacific Group of the International Institute for the Conservation of Historic and Artistic Works".

In addition to the agenda notes it was explained that when approached IIC had expressed reservations about ICCM becoming a regional group. IIC felt that ICCM's interim constitution might allow for trade union activities whereas ICC was debarred from such activities and confined itself to exchange of information on professional matters. It might, however, be possible to affiliate with IIC by becoming a supporting body rather than a regional group.

It was moved.

76/7 That once ICCM is incorporated, council
approach IIC to become a supporting
body of IIC.

Pearson/Phillips

Carried

11. Item 9(b) State Representation on Council was deferred since Mr. Pretty, who had asked for the item to be included, was not at that state present.

12. Raising annual subscriptions to \$10 (Agenda 13)

It was moved

That annual subscriptions for ordinary
members be raised to ten dollars (\$10)

Cook/Finch

It was explained that at present the ICCM Bulletin was being produced at virtually no cost to the Institute. However, this could not last indefinitely and with current postage rates of 60 cents per copy, funds would be needed for the future costs of the Bulletin.

It was then moved that the motion be amended by the addition of the words:

For institutional members to thirty dollars (\$30) and for life members to two hundred dollars (\$200).

Ambrose/Walsh

The fee for life membership was then discussed. Some felt that Life Members ought to be discouraged. With inflation it was difficult to invest a Life Members subscription in such a way that the subscription produced income the equivalent of the annual membership fee over a number of years. Others felt that Life Membership should be encouraged. It was pointed out that a Life Membership fee of ten times annual membership was fairly usual.

It was moved that the amendment be amended to read:

And for Life Members one hundred dollars (\$100).

Corbett/Robinson

Lost

A motion moved by Mr. Phillips and seconded by Mr. Cook that the motion be put was lost.

The question of whether small museums and historical societies could afford thirty dollars (\$30) for institutional membership was discussed. It was asked whether a separate rate for non-profit and non-government institutional members could be introduced. This was not possible because an amendment to the Constitution would be required. Some members felt that small institutions could afford thirty dollars (\$30) for institutional membership.

The motion was then put:

76/8 That annual subscriptions for ordinary members be raised to ten dollars, for institutional members to thirty dollars and for life members to two hundred dollars (\$200).

Carried

13. State Representation on Council (Agenda 9(b))

Mr. Pretty, although he did not wish to move a motion on this subject, made the following statement to the meeting.

This is a constitutional matter and as the constitution has already been approved it qualifies as a matter for discussion. My reason for bringing this forward at the Melbourne Meeting was to ensure that the familiar Australian administrative problem of State representation on the Institutes working body is kept before members from the start.

Obviously the real model seems to be the regional division organisation similar to that already functioning in the A.C.T. This however is equally obviously not going to be of assistance to areas such as for example the Northern Territory and nearer neighbouring regions whose conservation needs are comparable but whose problems are vaster by reason of their distance and fewness.

The proposals I wish to put to the meeting are therefore that the Institute:-

- 1) press ahead with regional development and have the secretary circulate regular lists of members per state to all council members resident there so that regional divisions can be encouraged;
- 2) but to areas as yet poorly represented to adopt a deliberate policy of favourable assistance and encouragement so that members so placed may attend and participate in Institute conferences with no prior requirement of contributing to them.

In the discussion which followed this statement, the need for the Executive committee to be aware that all regions may not be represented on council was mentioned. The importance of encouraging all regions to take a full part in Institute activities was discussed. The possibility of organising the Institute around specialist professional groups was raised.

It was moved:

76/9 That council be asked to formulate and implement a policy which will encourage regional activities of ICCM particularly in areas which are poorly represented on council and that a report on this be given to the next annual general meeting.

Pretty/Cook

Carried

14. New Prospectus (Agenda 15)

It was moved:

76/10 That council be asked to prepare a new prospectus for the Institute.

Cook/Chadwick

This was needed because some aspects of the present prospectus were out of date (e.g. Secretary's name and address) and because supplies were exhausted.

Carried

15. Stationery (Agenda 16a)

It was explained that plain letterhead paper with the Institute's title had been printed for use in organising the Conference. A competition to design an attractive letterhead was suggested. The possibility of summarising the aims of the Institute on the letterhead was mentioned.

It was moved:

76/11 That the matter of stationery be referred to council.

Carried

16. Publicity (Agenda 16b)

The importance of publicity for the Institute was briefly discussed.

17. Report on Working Groups

76/12 That reports of working parties set up in Perth in 1973 be received by the Executive and that members be circularized concerning these reports.

Pretty/Pearson

Although some working parties had made progress, others had not. It was felt that the best course would be to call for reports and then decide what the future of working parties should be. It was suggested that working party reports be circulated separately from the Bulletin since the Bulletin goes to people outside ICCM.

Carried

There was some discussion about work done by the Historic Buildings working party in corresponding with the Heritage Commission and the pilot survey of the state of collections conducted in the A.C.T.

76/13 That after the presentation of the working party reports council take cognisance of the reports and whatever further action is necessary.

Downing/Upton

Carried

18. Statement to Government arising from the Conference (Agenda 18)

It was felt that the material for a statement to Government was provided by the Conference resolutions.

76/14 That the Executive prepare a statement to Government, such statement taking note of the conference resolutions, and forward it to the appropriate Government authorities and instrumentalities.

Quinlan/Pearson

Carried

(Agenda item 19 was deferred until later in the meeting.)

19. Venue for Annual General Meeting 1977 (Agenda 21)

76/15 That the annual general meeting for 1977 be held in Perth.

Pearson/Cook

Perth was considered a convenient location because the Secretary and Treasurer were from Perth, and also there were a number of members in Perth. It was explained that policy making would generally be carried out at every second Annual General Meeting, held in conjunction with the ICCM Conference. Alternate annual general meetings would be more formal.

Some members did not favour Perth as it would be difficult for many members to attend.

Carried

20. Venue for Conference 1978

There was considerable discussion on this item. Adelaide, Melbourne and Sydney were all put forward and the merits of having the conference where there were already sufficient members to organise a conference was discussed. Melbourne was mentioned as being a good place because all major institutions were conveniently under one ministry. The importance of starting to organise a conference well in advance was discussed. A motion was then drafted:

76/16 That this meeting considers that Melbourne or Sydney is a particularly appropriate venue for the 1978 conference and asks council to assess the feasibility of mounting a conference in either place or if necessary elsewhere and to take appropriate action.

Jack/Cook

Carried

21. Incorporation (Agenda 10)

This item was deferred until Ms. Mandie Reed was present.

Ms. Reed works for a firm of solicitors in Canberra and specialises in dealing with incorporation.

Ms. Reed explained that incorporation would give ICCM a legal identity, including the ability to sue and be sued. Incorporation under the A.C.T. Associations Incorporations Ordinance was a little less formal than incorporation as a company limited by guarantee (known as a section 24 company) however, incorporation under the Associations Incorporation Ordinance was considerably cheaper. It was common for organisations like ICCM to use this form of incorporation and Ms. Reed could see no problems with it. The formation of Local Divisions would be possible. Should ICCM grow it would be possible later to incorporate as a company limited by guarantee.

An association incorporated under the Associations Incorporations Ordinance must appoint a public officer as a link with the Companies Registration Office. Audited accounts must be presented. The audit requirements for a company limited by guarantee are stricter, and it would be unlikely that an Honorary Auditor could be found. Associations are more likely to be able to seek advice from the Companies Registration Office. Companies limited by guarantee are more strictly controlled and expected to know their responsibilities.

In discussion, associations known to members which had used both methods of incorporation were mentioned. Some members felt that incorporation as an association was not sufficiently prestigious, did not demonstrate the maturity of the organisation and that it could provoke a less favourable response from Government Authorities which might be approached to fund ICCM activities. Others knew of associations which had handled considerable amounts of Government money.

It was moved:

76/17 That this meeting requests the incoming executive to incorporate the ICCM as an association as early as practicable.

Upton/Quinlan

Carried

The President thanked Ms. Reed for her help and this vote of thanks was carried with acclamation.

22. Future Action: A National Survey on Collections, Condition and Development Requirements for Conservation (Agenda 19)

It was thought that while the Committee of Inquiry on Museums and National Collections had shown there was a sizeable conservation problem, detailed statistical information on the state of collections was not available in a consolidated form. Statistics were needed for approaches to Government. A pilot survey had been carried out in the A.C.T. C.S.I.R.O. had distributed this to Divisions in other states.

The response to this survey was good since of the ten questionnaires sent out eight were returned satisfactorily completed. Inadequacies in the pilot survey were however shown up.

It appeared that for some kinds of collections statistical data had already been assembled (e.g. ABRIS study of biological collections in major museums, herbaria, computer listing of Art collections, ICOM study of ethnographic collections). Available information should be used by ICCM.

The need for co-operation with other organisations (e.g. Museums Association, Archives Society) was mentioned.

The magnitude of the task was stressed and it was suggested that someone to work full time on the project would be desirable.

It was mentioned that the Committee of Inquiry on Museums and National Collections had recommended that a Museums Commission, if established, should survey collections.

It was moved:

76/18 That a survey should be made of surveys of Museum, Art Gallery, Library, Archive, Herbaria, Zoological Gardens and Aquaria Collections, and that Council should circularize members concerning this, for the purpose of assembling information on the state of the collections and if necessary carrying out further surveys.

Pretty/Birmingham

Carried

23. Other Business

The possibility of conferring Honorary Life Memberships of ICCM on Messrs. Boustead and Thomson and Dr. Werner was mentioned. This matter was a responsibility of council under the Constitution.

The need for a list of conference delegates and updated membership lists was discussed.

It was suggested that council consider a membership sub-committee to approve applicants for membership.

It was requested that agenda and other meeting papers be sent to members in advance. It was stated that the constitution when prepared would be made available to members.

The need for local publicity for the conference was mentioned.

It was moved:

76/19 That this meeting record its appreciation to the organisers of the conference.

Downing/Newell

Carried

There being no further business the President closed the meeting.

Jill Caldwell
21st June 1976

POSITIONS VACANT
PUBLIC SERVICE OF SOUTH AUSTRALIA

Curator
Conservation Officer/Biochemist
Department of the Environment

Salary Range: Up to \$14,987 per annum depending upon qualifications and experience.

The South Australian Museum's Scientific Branch (Anthropology and Archaeology) cares for the State Collections of Man. These comprise Ethnology (Australian and Oceanic), Folk Culture, Industrial History, Archaeology, and Human Biology. The Museum administers an extension service to smaller museums which requires a measure of advice and assistance in conservation matters.

The successful applicant will be responsible for all matters relating to the examination, preservation and restoration of specimens. In addition he or she will be required to assist in preventive conservation matters. A laboratory will be available and, depending upon the calibre of the applicant, there will be opportunities for research and the establishing of a comprehensive service.

Qualifications: The successful applicant must have tertiary academic qualifications and appropriate specialist experience in either conservation or the chemistry of a broad range of organic materials including wood, resin, wax, bone, feathers, fur and hide.

This position is open to both Men and Women.

Applications must be sent to the Permanent Head, Department of the Environment, G.R.E. Building, 50 Grenfell Street, Adelaide (or Box 667, G.P.O., Adelaide, 5001). Further details about the position can be available by writing to this address.

Closing date for applications is April 30th, 1977.