

AGM 5. 1979

Minutes of the 6th Annual General Meeting of the Institute for the Conservation of Cultural Materials, held in the W.A. Museum Board Room, Francis Street, Perth, at 8 p.m. 27 August, 1979.

Present: A. Bos, D. Briegel, G. Dimmock, G. Green, R. Harper, B.E. King, N. North, J. Pang, F. Sawday, J.E. Stanton, D. Tilbrooke, S. Walston.

1. The President declared the meeting open at 8 p.m.
2. Apologies: U. Broeze, J. Caldwell, J. Carter, N. Chadwick, J. Cook, C. Dawson, V. Havyatt, H. Mansell, J. McLeod, G. Pretty, E. Quinlan, D. Robinson.
3. Confirmation of Minutes of last Annual General Meeting.
1979/1 That the minutes of the Annual General Meeting held on 31 August, 1978 at the University of New South Wales be confirmed.

Walston/Tilbrooke
Carried

4. President's Report

The President submitted the following report:

In the past ^{year} there has been no particularly marked increase in the ICCM activities but rather it has been a period of steady continuation and consolidation. Local branches in Western Australia and the Australian Capital Territory are continuing regular meetings and seem to have settled into a fairly smooth operation. It was hoped that a third branch would be in operation in New South Wales at this stage, but unfortunately this has not eventuated. I say unfortunately as I feel the local branches, from my experience in WA and from reports of ACT, play a most important role for local members, particularly in the area of disseminating conservation information. Where members have only the federal body they miss out on an important part of the total ICCM activities.

During this year we have seen many important projects in conservation, throughout Australia, either completed or in an advanced stage. Many of these projects result, in part, from the earlier work of the ICCM in publicising the differences in conservation facilities and conservation training throughout Australia. For example, during this year we have seen new or rebuilt conservation laboratories constructed in Sydney, Canberra and Perth. New, or virtually new, conservation centres are being

established in Sydney and Tasmania. In conservation training, the first graduates from the recently established conservation course at the Canberra College of Advanced Education will be completing their training in December this year. Many of these developments result from changes in attitude in Australia to the importance of preserving our cultural heritage. The ICCM has done its part in helping to bring about this new awareness.

Membership of the ICCM is open to all persons who are interested in the preservation of cultural materials. As a result the membership covers a very wide spectrum of conservation abilities and interests and trying to cater for all these has proved to be quite a problem. The same problem also exists in the local branches. During 1978/79 the council decided to experiment with the format of a small mid-year specialist workshop and a non-specialist annual conference. The specialist workshop was held at the Australian Museum, Sydney, in May 1979 and was devoted to the application of microscopy to conservation. This workshop was attended, mainly, by professional conservators from Sydney and Canberra and was, by intention, of a highly technical nature. In contrast, the 1979 Annual Conference held in Perth was deliberately planned to cater for the general membership of the ICCM. The theme of the conference, Transport and Machinery, was chosen because these constitute a large part of small museums and private collections. The individual topics and speakers were chosen with the aim of covering not only the purely conservation aspects but also peripheral aspects such as the history of technology and the aims and purposes of transport and technology collection.

Whether this dual system is successful in meeting the members' needs or whether it should be modified is a question which the incoming committee will have to consider.

In closing, I wish to thank the Australian council of the ICCM for their support during the year and to particularly thank Antoon Bos, Secretary, and David Tilbrooke, Treasurer, who really do most of the day to day work of the ICCM. Particular thanks must also be given to Wal Ambrose for managing the Bulletin publication, David Horton-Jones for arranging the microscopy workshop and Ulli Broeze for organising the Annual Conference.

1979/2 That the President's report be accepted.

Harper/Sawday
Carried

5. Secretary's Report

The total paid up membership of the Institute is now about 250 and is still increasing. Our publications, especially the book on Disaster Planning by Upton and Pearson, sell several copies per week.

While many of the new members joining have some affiliation with Museums, a large proportion appear to be individuals interested in cultural material and its conservation. This enthusiasm in the general community is very heartening.

Increasing awareness of the need for conservators by Museums and Art Galleries is reflected in the number of advertisements for positions in the newspapers. The Canberra College of Advanced Education Materials Conservation course will start to fill the gap between the few trained experts already available in Australia, and the new demand for the many experienced conservators who will be needed to look after historical collections.

The Public Service Board in Canberra has now revised the salaries and structures for Australian Government conservation positions. The new salary scale will be used as a benchmark throughout Australia, the result being that conservators now have a good career structure on top of intrinsically interesting work.

1979/3 That the Secretary's report be accepted.

Walston/Green
Carried

6. Treasurer's Report

The Treasurer submitted the following report (see Attachment 'A').

1979/4 That the Treasurer's report be accepted.

Dimmock/Harper
Carried

7. Auditor's Report

The Auditor's report was submitted after the Annual General Meeting, and is as follows:

"I have examined the accounting books and records of The Institute for the Conservation of Cultural Material Inc and in my opinion the attached Income and Expenditure Statement represents a true and fair view of the transactions of the Institute as recorded in the books and records for the Period 11 July 1978 to 16th July 1979."

Signed: S.P. SAFFELL

8. Election of Officers

The following nominations were received:

<u>Position</u>	<u>Nominee</u>	<u>Proposer</u>	<u>Secunder</u>
President	N. North	M. Owens	J. Carpenter
Senior Vice President	S. Walston	A. Bos	D. Tilbrooke

<u>Position</u>	<u>Nominee</u>	<u>Proposer</u>	<u>Secunder</u>
Vice President	C. Pearson	R. Morrison	J. Cook
Vice President	I. Cook	H. McCarthy	H. Mansell
Secretary	A. Bos	D. Tilbrooke	S. Walston
Treasurer	N. Chadwick	D. Tilbrooke	G. Pretty
Publications Officer	---		
Councillors	U. Broeze	N. North	M. Owens
	J. Carter	C. Pearson	R. Morrison
	H. Mansell	I. Cook	H. McCarthy
	F. Sawday	J. Pang	D. Tilbrooke
	J. Stanton	F. Sawday	D. Tilbrooke
	D. Tilbrooke	N. North	M. Owens
	D. Wood	N. North	M. Owens

As only one nomination had been received for each position, the President declared all nominations elected.

Owing to his visit overseas, the previous publications officer, W. Ambrose, had omitted to submit his nomination to the position. Under section 23 (3) of the constitution, Council co-opted W. Ambrose to the vacancy.

9. Appointment of Auditor

The previous auditor, Mr Steven Saffel, is available for re-election.

1979/5. That Mr Steven Saffel be re-elected as Auditor for the accounts of ICCM Inc.

Walston/Sawday
Carried

10. Remuneration of Servants of ICCM Inc.

There were no servants of ICCM Inc during the last financial year, and hence no remuneration was paid. The suggestion was made that the auditor be reimbursed during the present financial year.

1979/6 That the Auditor for 1979/80 be paid \$55.00.

Stanton/Pang
Carried

Special Business11. Constitutional Changes

A number of constitutional changes were before the Constitutional sub-Committee, and it was suggested that these changes be published in the ICCM Bulletin by the sub-Committee, with request for comment so that the changes could be put to a vote at a combined AGM/Special General Meeting next year.

1979/7 That suggested constitutional changes be published in the ICCM Bulletin, preparatory to being discussed at an AGM/Special General Meeting.

Pang/Walston
Carried

Reports of Divisions12. Western Australia

Neil North, the President of the Western Australia Division, reported that meetings had been held virtually every month, covering a variety of subjects, but mainly fine art. Attendances had fluctuated widely between 20 and 40. The Division is financially sound.

1979/8 That the W.A. Division's report be accepted.

Tilbrooke/Harper
Carried

Australian Capital Territory

The report, on behalf of the President of the A.C.T. Division, Josephine Carter, was presented by A. Bos

Monthly meetings were held, the most popular of which was a workshop on book-binding. The social function was now held in August. The Division was less sound financially than the W.A. Division because of the cost of postage and of providing wine, cheese, and biscuits at evening meetings.

1979/9 That the A.C.T. Division's report be accepted.

Tilbrooke/Walston
Carried

13. Venue for next Annual General Meeting and Conference

S. Walston reported as the sub-Committee chair person.

(a) Next Annual General Meeting and Conference

It was agreed that Adelaide would be a practical venue for the 1980 Annual General Meeting and Conference. Because of difficulties experienced with the present conference, in that

delegates could not obtain travel discounts during school holidays, 1, 2 and 3 October were decided on as the date of the meeting. D. Tilbrooke would look after the accommodation, and each state delegate would organise speakers and papers, (i.e. N. North for W.A; A. Bos for A.C.T./Vic; and S. Walston for Sydney/Queensland).

To S. Walston's comment that a specific topic tends to lead to superficial papers, J. Pang suggested that the title could be "Advances in Conservation" or "Current Work in Conservation".

1979/10 That the 1980 Conference/Annual General Meeting be held in Adelaide on 1-3 October, 1980, with no specific conservation topic.

N. North/A. Bos
Carried

(b) Report on the type of meetings that could be held

The Microscopy workshop held at the Australian Museum, Sydney was successful; this type of meeting has considerable appeal because of its specific purpose and topic. It is also relatively easy to organise, and hence a number of these meetings could be held on a State basis. "Surface Coatings" was a possible topic suggested.

More general meetings tend to strain ICCM resources, both financial and labour, and hence should only be held every three years or so. It was generally agreed that ICCM was too young to take on the massive task of organising an International conference.

S. Walston would like to receive suggestions and topics for possible seminars and workshops. Some indications could come from responses at the Adelaide meeting.

14. Funding of Divisions by Federal Body

Reimbursement to State Divisions is limited by the Constitution to 20% of the annual membership fees arising from members in the State Division. A request from the A.C.T. Division of a larger reimbursement, therefore, had to be refused. However, the Constitution does allow for specific assistance for expenses occurred.

1979/11 That the Federal Body reimburse postage expenses occurred by each Division, up to a limit of \$50.00.

S. Walston/D. Tilbrooke
Carried

1979/12 That the question of flexibility on reimbursement of membership, and the possibility of specific direct grants, be referred to the Constitutional sub-Committee.

B. King/D. Briegel
Carried

15. Any Other Business

- 15.1 1979/13 That a note of thanks be forwarded to organisers of the Machinery and Transport Seminar.

S. Walston/D. Tilbrooke
Carried

15.2 Divisional Representation on Council

- 1979/14 That there be specific Divisional representation on the Federal Council of the ICCM.

A. Bos/N. North
Carried

- 1979/15 That the constitutional sub-committee investigate the constitutional procedures for achieving resolution 1979/14.

J. Stanton/S. Walston
Carried

15.3 Award of two prizes to CCAE, Material Conservation Course

J. Stanton supported the award of prizes to top CCAE students, as it maintained links by ICCM with educational Institutions.

- 1979/16 That ICCM offer the CCAE a \$50 prize for the best student in the undergraduate course, and a \$50 prize for the best student in the postgraduate course, in Materials Conservation.

A. Bos/J. Pang
Carried.

D. Tilbrooke pointed out that it would be necessary to invest \$1000 in a Building Society Fund to ensure that the money for the prizes would be assured. By offering the prizes to the CCAE, the ICCM becomes involved in a long term commitment, and hence it is prudent to guarantee the funds to back up this commitment.

- 1979/17 That ICCM Inc invest \$1000 in a Building Society Fund fixed term account on the condition that the account is an authorized Trustee investment, to annually fund the prizes to the CCAE Materials Conservation Course.

D. Tilbrooke/B. King
Carried

15.4 Possible Increase in Membership fees

The general opinion of the meeting was that increases in membership fees should be avoided, if possible, by supplementation of ICCM membership income through investment income.

The meeting closed at 10.15 p.m.

A. Bos
Honorary Secretary
ICCM Inc

TREASURER'S REPORT

Over the period under review (2-2-1979 to 16-7-1979) the finances of the institute have remained fairly stable with total deposits at this time of \$9 468.47, which is very similar to the figure produced at this time last year.

Our main source of income still remains the membership subscriptions which in a full year bring in approximately \$2 900 and our main expenditure is the publication of the Bulletin which over a similar period absorbs about \$1 500.

The sale of publications is not such a good revenue producer due primarily to problems such as fluctuations in exchange rates and postage costs which, with inflation within Australia, soon erode the small profit margin included in the publication prices. However, we appear to be breaking even in this area so far, and provided our turnover of publications is at least maintained, this should remain the case.

The repayments to the I.C.C.M. Branches accounts ~~for~~ about \$348 per annum of our ^{outgoings}, airfares to council meetings some \$500 and postage \$205.

Interest on Bank accounts and Building Society deposits bring in approximately \$340 and the Sydney Conference produced a final profit of \$875. Thus with printing costs of publications, other than the Bulletin, of \$3 350, there has been little or no increase in our funds this year.



A handwritten signature in black ink, appearing to read 'A. M. ...', is located in the bottom right corner of the page. Below the signature is a long, horizontal, slightly wavy line.

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 2ND FEBRUARY - 16TH JULY 1979

<u>INCOME</u>		<u>EXPENDITURE</u>	
Cash in Current A/C	\$ 9827.04	Rock Art Publication	\$ 3350.10
Cash in Publication A/C	3000.00	Bulletin Publication Advance	1200.00
Cash in Hand	24.99	Travel Expenses	240.00
Subscriptions Ordinary	70.00	Sydney Conference Reimburse- ments	90.00
Subscriptions Institutional	30.00	Branch Repayments	320.00
Sydney Conference Returns	516.25	Conference Advance to W.A. Branch	400.00
Publications Sales	838.18	Bank Fees	17.46
Bank Interest	202.24	Petty Cash	3.60
Microscopy Seminar Income	30.00	Cash at Bank	2062.91
Publication Advance from W.A. Museum	500.00	Cash in Publications A/C	3333.24
Building Society Interest	72.32	Cash in Building Society A/C	4072.32
		Cash in Hand	21.39
TOTAL	<u>\$ 15111.02</u>	TOTAL	<u>\$15111.02</u>

