



INSTITUTE FOR THE CONSERVATION OF CULTURAL MATERIAL (INC)

P.O. Box 1638
Canberra City
A.C.T. 2601

⁹
10TH ANNUAL GENERAL MEETING

8.00PM THURSDAY 8TH SEPTEMBER, 1983

CULTURAL CENTRE AUDITORIUM, BRISBANE.

A G E N D A

1. President to open meeting.
2. Apologies.
3. Confirmation of the Minutes of the 9th AGM, held July 29th, 1982, at the Australian War Memorial Annex, Canberra.
4. President's Report.
5. Secretary's Report.
6. Treasurer's Report.
7. Auditor's Report.
8. Appointment of Auditor.
9. Reports of Divisions.
10. Election of incoming Council for 1983/84.
11. Special Business
 - 11.1 Code of Ethics
 - 11.2 By-Laws
 - 11.3 1984 ICCM Conference
 - 11.4 1985 ICCM Conference
 - 11.5 Affiliation with CAMA
 - 11.6 Any other business
 - 11.7 Date & venue for next AGM
 - 11.8 Close of Meeting

President's Report 1982-83

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

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

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

The 1982/83 fiscal year has been a very busy time for the Institute. The work-load of the Institute's various administrative groups has grown rapidly, yet the Institute's resources have not matched this growth. It is time for the

Institute to adopt a more active and positive approach for the running of its affairs. The creation of a permanent staff for managing the affairs of the Institute and especially for the development of a broad range of community projects becomes more critical if we are to move closer to an active and effective national conservation program. We must also improve the management of the ICCM if we are to optimize the resources currently available.

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

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

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

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

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

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

Ian Cook
September 1983

SECRETARY'S REPORT 1982/83

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

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

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

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

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

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

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

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

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

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

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

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

Dr. C. Pearson
Acting Hon. Secretary
ICCM.

THE 'DRAFT - FOR DISCUSSION
PURPOSES ONLY'

AUDITOR'S REPORT WAS
ACCEPTED UNCHANGED
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RECORD & IS KEPT IN
AS A BOUND COPY IN
ICCM. FILES.

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

ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 1983

TOGETHER WITH

THE REPORT OF THE AUDITORS

Sheppard Pickup & Company

Chartered Accountants

30 KINGS PARK ROAD
WEST PERTH
WESTERN AUSTRALIA 6005
TELEPHONE 3218633



To: The Members,
The Institute for the Conservation
of Cultural Materials Incorporated.

AUDITORS' REPORT

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

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

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

SHEPPARD PICKUP & COMPANY

1st September, 1983.

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

BALANCE SHEET AT 30TH JUNE 1983

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

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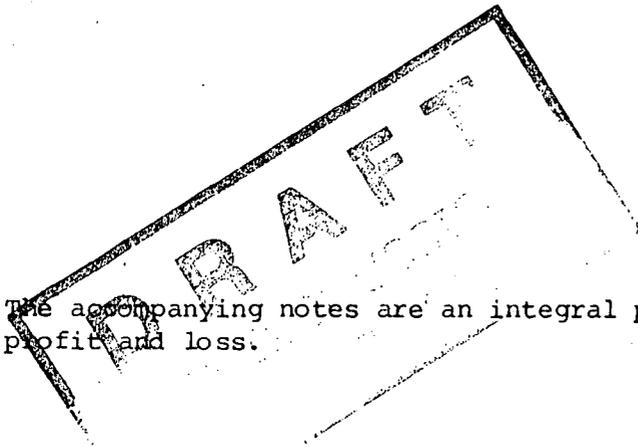
The accompanying notes are an integral part of this balance sheet.

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

STATEMENT OF PROFIT AND LOSS FOR THE YEAR ENDED 30TH JUNE 1983

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

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



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

NOTES TO ACCOUNTS - 30TH JUNE 1983

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

D R A F T
 FOR DISCUSSION
 PURPOSES ONLY.

NOTES TO ACCOUNTS - 30TH JUNE 1983

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

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

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

4. PRIZES

Interest	115	115
Prizes - awarded	100	100
	<hr/>	<hr/>
	15	15
	<hr/>	<hr/>

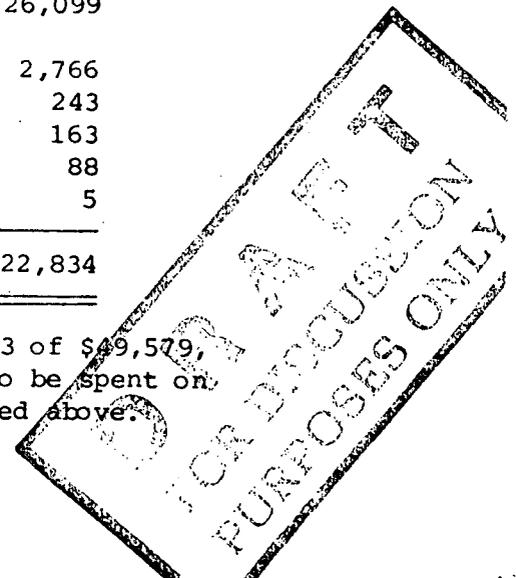
5. COUNTRY CONSERVATOR ACTIVITIES

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

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

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

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





INSTITUTE FOR THE CONSERVATION OF CULTURAL MATERIAL (INC)

REPORT FROM THE N.S.W. DIVISION 1982/83.

The N.S.W. Division have been active in fulfilling the aims of ICCM through a programme of activities throughout the year that have proven to be enjoyable and informative.

A major contribution to the promotion of ICCM as a body able to inform and make recommendation to government, was made by the group of ICCM volunteers who committed many weekends to investigating means of removing many layers of overpaint from wall decorations in Parliament House, Sydney, that dated from the 1860's. ICCM was approached by the Government Architect's Office for assistance in resolving these difficult conservation problems. The Division would like to acknowledge the effort made by Susie Bioletti, Karen Coote, Anne Gaulton, Cathy Lillico and Dominique Wever in this project.

In seeking to promote co-operation and exchange of information and ideas between those concerned with the conservation of cultural material, the Division conducted a Summer Course through the Workers Education Association entitled "Conservators at Work". The course was held at the following major institutions in Sydney: the Art Gallery of N.S.W./Regional Galleries Association of N.S.W; the Australian Museum, Museum of Applied Arts and Sciences; the Nicholson Museum, University of Sydney; and the Sydney Maritime Museum. ICCM members at each institution conducted the course and allocated their lecturing fees to the Division. The interest shown by those attending the course was extremely favourable, with high attendance at all six lectures. It is hoped that this course may be held each summer as it was seen as an excellent opportunity to promote the aims of ICCM.

To carry on the strong link formed by Sue Walston with the Council of Heritage Organisation, Karen Coote was elected as the Divisions representative to C.O.H.O. promoting our aims and activities.

General meetings have been held bi-monthly, featuring a guest speaker. Speakers this year have included Graham Whale and Fabian Russell, Karen Coote, Anne Gaulton and Gillian McMillan. The highlight of our general meetings this year was a talk on Japanese hand-made paper, the materials and methods used in its fabrication and its uses. The talk by Susie Bioletti and Ranson Davey drew a record audience of 76. The talk was preceded by a viewing of different Japanese papers and paper objects, accompanied by sake and rice crackers. Most of the audience extended the evening by proceeding to the local Japanese restaurant to sample other Japanese skills.

One of the most labour intensive activities of the year has been the planning of the 1984 Sydney Conference "Conservation and Contemporary Art".

The Christmas party was hosted by the Sydney Maritime Museum with a harbour cruise on the tugboat "Waratah". Approximately 30 members brought a picnic basket and enjoyed an evening on Sydney Harbour.

The year can to an end for the 1982-83 committee with the N.S.W. Division AGM in June. The Guest speaker, Mr. Don Ellsmore, Architect, Special Projects Division, Department of Public Works, spoke on the Restoration of the Mint Buildings, Sydney.

The new committee elected were:

President: Rosemary Peel
Secretary: Susie Bioletti
Treasurer: Graham Whale

Ordinary members: Gillian McMillan
Cathy Lillico
Dominique Wever
Harlan Hall
Kay Soderlend
Karen Coote

N.S.W. Division Rep.
to National Council Rosemary Peel

As 1982-83 N.S.W. Division representative, I would like to acknowledge the hard work done by the N.S.W. Committee, especially for their support in preparation os issues taken to the National Council.

Catherine A. Lillico

Catherine A. Lillico
N.S.W. DIVISION REPRESENTATIVE.

Qld. Div.
ICCM

ICCM AGM

Annual Report, 8 pm. Thurs 8/9/83

Several meetings were held towards the end of 1982 and an enjoyable final meeting and Christmas dinner organised by Graham Reynolds and Harry Haxton was held at the Johnsonian Club.

The functioning of the Queensland Division has to a large degree been overwhelmed during the last year by Conference planning and organization which was undertaken by a committee comprising Graham Reynolds, June McNicol, Margaret O'Hagan, Judy Dunlop and Neville Agnew. Consequently during 1983 no bimonthly meetings were held with the exception of an interesting and fruitful visit to the Brisbane Civic Art Gallery and Museum and its conservation laboratory in August. Nigel Sabine the curator and Pamela Whitlock the conservator were our hosts.

With regard to the Conference special thanks and appreciation is extended to the organising committee and to Peg and Harry Haxton (Conservation Resources) for their generous sponsoring of the Newstead House Breakfast tomorrow.

Our membership remains rather static at around 30. We were pleased, however, to welcome to the Queensland Division this year Judy Dunlop and John Hook both of whom are at the Queensland Art Gallery and also Tamara Lawrence at Queensland State Archives.

After a recuperative post-conference hiatus it is intended to resume normal activities of the Division.

Neville Agnew,
HON. SEC. ICCM QLD. DIV.

Annual Report of the South Australian Branch of the I.C.C.M. Inc.
for the Year 1983-83

The past year has been one of consolidation for the South Australian Branch. Our membership is still small, although growing slowly, with three new members joining us this year. Meetings of the Branch have been held regularly with quite good attendances for all general discussions as well as talks and lectures. Because our membership includes not only conservators and collection custodians but also a number of collectors, we have broadened our lectures programme to include talks by collectors as well as conservators and crafts-persons. Among the speakers who gave talks to the Branch over the year were Dion Channer on 'Paper Making'; Peter Clyde on 'Concertinas - their Manufacture and Conservation'; Chesley Ingram, spoke about 'Wood Identification for Conservation'; Bruce Asherton (P.M.G.) spoke on 'Philatelic Displays' and Tony Harris (Military Historical Society) on 'Collecting Arms of the S.A. Volunteer Regiments'.

The recent move of the S.A. Museum's conservation section to the Museum's Annex in Kent Town has given the Branch a temporary home where meetings of members and Council can be conveniently organised, without time restrictions, and where practice demonstrations can be carried out if desired.

Two council meetings were held over the period under review and an Annual General Meeting - which was post-poned due to lack of a quorum - was replaced by a Special General Meeting where the present council was elected. One general meeting was called during the latter part of the year to discuss the Branch membership's views on a code of ethics and professionalisation of the I.C.C.M., the results of these discussions being forwarded to the Federal Council.

The financial situation of the Branch remains stable with funds of some \$160 to its credit and no commitments at this time.

The South Australian Government's recent decision to go ahead with the State Conservation Centre augers well both for conservation within the State and for the well-being of the South Australian Branch of the I.C.C.M. With the establishment of more conservation positions in the State, the increased membership and prosperity of the Branch should be assured.

David R.W. Tilbrooke
S.A. BRANCH PRESIDENT

PRESIDENT'S REPORT - Victorian Division of ICCM 1982/83.

It gives me great pleasure to be able to present this report to you tonight, because it means that the Victorian Division of ICCM. has survived its infancy and is now in a position to take its first steps on the road to maturity. Until that meeting in November 1982, at which we decided to form a division, conservators had had few means of meeting each other except on an individual basis. and I think that the bringing together of ICCM's Victorian members is perhaps the most significant thing we have achieved this year. I am certain that it is only because we now have regular meetings, that our membership has grown so quickly.

Last November we had about 25 individual members plus a number of Institutional members. We now have over 40 individual members. although the number of Institutional members has not grown. This is one area where we could be more active next year. One of the most pleasing aspects of the Victorian membership is the high proportion of private conservators, a situation unique among the Australian branches, and one we hope will continue in the future.

At that first meeting a committee of five was elected, consisting of myself as chairman, Anne Cotter-Ross - Secretary/Treasurer and Eric Rawlinson, Maxwell Hall and Eric Archer as ordinary members. David Harris joined the committee this year. I would like to express my thanks to them all. they have been a very hard working committee and have made my job that much easier because of it. With our formal acceptance by the National Council as a Division on the 3rd July we now become entitled to a proportion of the

membership fees of Victorian members. This means that from now on, the position of Treasurer will become vital to the smooth running of the Division. Consequently it is proposed that the position of Secretary/Treasurer be split and you will be asked at the coming AGM for your opinions on how best to do this.

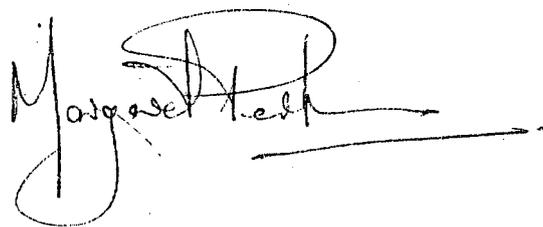
Following our inaugural General Meeting, held at Alawarra House on the 7th February 1983, when the Division was officially launched by the Minister for the Arts, the Honourable Rance Mathews, we have held three meetings. The first, on the 3rd May was a film evening at which "The Art of the Hyoga-shi" and "The Art of the Conservator" were shown. At the second meeting on the 5th July, Ms Sue Silberberg outlined the history of Buda House in Castlemaine and showed us slides illustrating some of the problems she had encountered while working there. Also at this meeting a preliminary discussion on the proposed Code of Ethics for conservators was held. This discussion was continued at a special meeting on the 2nd August. A reply to the national body on this topic is being drafted, based on this discussion

That is what we have done so far - but what of the future? If we look at the aims of the ICCM we can see that we have carried out only one in full i.e. "to convene regular meetings of those interested in Conservation" and one partially i.e. "to promote cooperation and an exchange of information and ideas between those concerned with the conservation of cultural material." For my part, I would like to see the Division address itself in the coming year to the other aims of ICCM as well. The aim of "improving scientific and technical knowledge and disseminating information within the field" might

be covered by a workshop, perhaps in conjunction with the Museums Association. The aim of "informing and making recommendations to government and organisations on the need for their participation in the conservation of cultural material" is one we should certainly be looking at more closely. I am sure the incoming committee would be very grateful for any suggestions you might have as to how we might achieve these aims.

In conclusion, I would just like to say that an organisation does not consist only of its committee and I would like to think that all of you will support the incoming committee as you have supported us. A committee exists to serve its members. I hope we have served you well and I hope you will let the new committee know how they can serve you.

I thank you.



New Committee

MARGARET PERKINS

Anne COTTER-ROSS
Eric Archer
John Payne
Maxwell Hall
Felicity Maslin
Eric Rowlinson



INSTITUTE FOR THE CONSERVATION OF CULTURAL MATERIAL (INC)

W.A. DIVISION REPORT

The last twelve months has seen marked changes in the role and activities of the Western Australian Division. The establishment of the regional Conservation Programme has absorbed much of the executive's energies and has led to a change in direction for the Division.

After being informed that our application for funds for the Country Conservator had been successful we embarked on a programme of involvement in non-government funded museums. This was designed to lay a foundation for the Country Conservator and to involve members in practical work at a basic level. Following consultation with the local branch of the Museum's Association of Australia and staff of the Western Australian Museum, approaches were made to small metropolitan museum personnel offering the Division's services to hold discussions and/or practical workshops in their institutions.

The response has been encouraging with awareness of conservation problems being heightened.

I also believe that I.C.C.M. members have found these workshops rewarding as they have been made more aware of the problems faced by small institutions with limited funds and expertise.

DAVID WOOD
(HON. PRESIDENT)
W.A. DIVISION