



CIDOC Board Meeting Heraklion 2018

Location: [Cultural Conference Centre of Heraklion \(CCCH\)](#),

located at Nikolaou Plastira street inside the historical center of Heraklion.

Meeting in three parts:

Part one: Saturday 29 September from 14:00 to 15.30.

Part two: Sunday 30 September from 18:00 to 19:00.

Part three: Thursday 4 October from 15.30 to 16.00.

Present:

Jan Behrendt	Siegfried Krause
George Bruseker	Alexandre Matos
Nicholas Crofts	Gordon McKenna
Emmanuelle Delmas-Glass	Trilce Navarrete (minutes)
Martin Doerr	Susanne Nickel (on Skype)
Maja Ekosaari	Dominik Remondino
Gabriel Moore Forell Bevilacqua	Stephen Stead
Monika Hagedorn Saupe (chair)	Regine Stein
Kaie Jeesser	Jonathan Whitson-Cloud
Tetsuro Kamura	Chryssoula Bekiari

AGENDA:

With local organizing board:

1. Approval of minutes of last meeting
2. CIDOC Board Winter Meeting 2018 results and to do's
3. CIDOC 2018 in Heraklion
4. Report from Brazil National Museum situation
5. 2018 AGM (agenda)
6. Activities and financial report 2017/2018
7. Costs for security certificate for Encyclopedia website
8. CIDOC Membership report
9. Training Association report
10. Website, current state and development
11. Newsletter
12. Social media
13. Short report ICOM Paris meeting (outcomes)
14. Work programme and Agenda 2018/2019
 - a. Possible application Special Project Request 2019

- b. Collaboration with other ICs, NCs
 - c. Work among WGs
 - d. New WG
15. Board Winter Meeting 2019
 16. Upcoming Conference 2019 (Kyoto)
 17. Future conferences 2020, 2021

CIDOCs Chair Monika welcomed everybody to the heart of the birth-place of CRM, she also thanked the local organising committee for all the work that has been done, and all the work that will be done during the conference (and afterwards).

1. **The minutes of last meeting** (CIDOC 2018 board winter meeting) were approved.

2. **CIDOC Board Winter Meeting 2018 results and to do's**

During the 2018 winter board meeting, lots got done: (1) clean-up of the website, ensuring content in English, French and Spanish languages, (2) revision of documents and update when necessary, and (3) translation of content.

The board also identified things that need to be worked on (1) survey of CIDOC members use of standards. (2) revision of statutes of CIDOC, alignment with ICOM statutes should be checked. This work will be advanced during the 2019 winter working board meeting.

3. **CIDOC 2018 in Heraklion**

Chryssoula and Martin sketched the plan for the conference. The program is continuously updated online. By the time of the board meeting there were **90 confirmed speakers** and **177 registrations**, including sponsors and day passes. Also, there were 30 members of the local team. Due to some traveling visa difficulties, a few participants were not able to attend at the end.

There will be a “Best poster award” (granted €200) and “best paper award” (granted €300).

4. **Report from Brazil National Museum situation**

Gabriel presented the current situation in the aftermath of the National Museum in Brazil and activities of recovery.

5. **2018 AGM (agenda)**

Has been drafted.

6. **Activities and financial report 2017/2018**

Main activities in the past half-year revolved around the Paris ICOM meeting. CIDOC established relations to explore collaborations with COMCOL, CIMCIM, CECA, and with NCs.

Another main activity was the launch of the new membership website. CIDOC was asked to serve as test expert IC however no formal communication has taken place. CIDOC prepared a few questions and comments and these were sent to ICOM. The main concern is that data is only partially available to us since all reports are prepared by ICOM HQs.

Regarding the financial report: Getty did not give a bursary this year. As 2019 is the year of the ICOM General Conference, no special Getty bursary for CIDOC will be available. But CIDOC can apply for Getty support in 2020.

Nevertheless, CIDOC was able to (partially) **finance 12 bursaries to attend CIDOC 2018:**

This year, CIDOC made funds available to finance some participants. A committee selected the 3 applicants: 2 from Egypt, 1 participant from Nigeria, who had to cancel her participation last minute (the Greek embassy was closed in September and a travel visa could not be applied for).

The local organising committee supported 5 participants with travel costs and 3 participants (from Iran) got a discount of their registration fees.

With the support from ICOM, CIDOC handed out 1 Young Members Grant to a participant from Brazil.

CIDOCs board decided unanimously to actively support the National Museum of Brazil, which has suffered from a big fire, by funding the travel and attendance to CIDOC 2018 for the vice director of the museum. By being in direct contact, we hope to support the recovery efforts of the museum and contribute with CIDOCs know how.

At the last board meeting we agreed to finance Lana as the organiser from the last CIDOC conference. Lana was unable to come, she has a professional trip to Vienna. We will instead partly support Lina from Chile. The board approves unanimously.

7. Costs for security certificate for Encyclopedia website

The WG Documentation Standards requests €99 per year required for the security system behind Encyclopaedia. The CIDOC board agreed to cover these costs.

8. CIDOC Membership report

CIDOC has currently 683 members (as of Sept 2018).

9. Training Association report

The Training Association held altogether 3 trainings in 2018. One took place in Mexico City, **Mexico** with **26 attendees** (15 modules, 3 trainers), organised by invitation from the Ministry of Culture; the originally planned training in Texas had to be cancelled because only 3 people registered due to the visa difficulties; a second training was organised in **Lausanne, Switzerland** with **18 attendees**, organised in combination with a symposium on intangible heritage (experimental high tech exhibitions); and third training took place in Tartu, **Estonia** with **23 attendees**, developed to fit the local needs. Locations for the training in 2019 are being considered in Mexico, Switzerland, Estonia, and Ecuador.

In 2020, ICOM Switzerland may support a national documentation training.

CIDOC was invited to bid to provide training in the UK.

Regarding communication of the training: ICOM-I was disabled. Calendar events in ICOM-Community are unclear.

So far, there have been a total of 575 registrations, 57 trainers have been trained (34 of which are *qualified* trainers), and 6 students have managed to get a Certificate of Proficiency.

10. Website, current state and development

Blogs are a welcomed area in the website. Next blog is from Sweden on disaster preparedness, to be followed by blog a from France on open data policy. ICOM has launched its new website and members may have noticed the new environment. ICs and NCs have been notified that their websites will be adapted to the new design – though no details were shared. Encyclopaedia can serve as digital repository for public documents.

11. Newsletter

The blogs published during the year will be translated (to French) and bundled as part of the newsletter.

12. Social media

The social media numbers have grown. The blog generates much traffic on the social media sites. It would be helpful to get photos and info from the activities of the WGs to share in social media.

CIDOC has currently 1281 Facebook followers and 729 Twitter followers.

13. Short report ICOM Paris meeting (outcomes)

See Chair's report above.

14. Work programme and Agenda 2018/2019

- a. Possible application Special Project Request 2019
CIDOC may organise a special project together with ICOM CC, ICOM Brazil and COMCOL.
- b. Collaboration with other ICs, NCs
The June ICOM meeting served to make contacts with other ICs and NCs, as CIDOC is increasingly recognised by its expertise in documentation.
There is an active and growing **CIDOC Mexico** group, expect lots of activities in the coming years.
A **CIDOC Iberoamericano** has been formed, with Ana Alvarez (Spain) as chair.
Expect activities in Spanish !
- c. Work among WGs: how to best collaborate?
CRM meets 3-4 times a year, Archaeology meets 2x year.
A short report should be sent by each WG twice a year (last year it was difficult to get all reports of activities from WGs, which CIDOC reports to ICOM).
All WGs need to discuss how to bring together what we have and identify the missing points and the CIDOC board should reflect on this.
We know we need to improve visibility of documents.
ACTION all WGs please send a report of activities since last AGM.
- d. New WG
The Board supports the establishment of a new working group on Digital Strategy Development, to be chaired by Jan Behrendt and by Krisztián Fonyodi.

15. Board Winter Meeting 2019

A date will be set to meet again in the winter of 2019 to take place in **Portugal**.

The board will meet 2 days for a working meeting and 1 day to discuss the **Vision on the Role of Documentation in all WGs and in CIDOC and Statutes** in more detail.

The Vision should describe a common view on the knowledge economy of a museum, how does the museum exchange knowledge, and all associated auxiliary processes, that have a bearing on documentation – things like preservation, inventory, and digital strategy. Documentation should anticipate the role of objects in the knowledge economy. The fitness for purpose of documentation comes from a comprehensive understanding of the features of the functions and processes we want to support (Martin).

Regarding the statutes: ICOM Paris is reviewing the work of the ICs, linked to the discussion of the role of the ICs. We also within CIDOC are discussing the current statutes. **ACTION** Note the website text needs to be corrected: The statutes are under revision.

During the 2018 winter working board meeting, board members working on the statutes found the ICOM CC statutes as most comprehensive to start with for discussion on the revision of the CIDOC statutes. The CC has “By Laws” (instead of statutes). The By Laws include a Preamble referring to article 17 of the ICOM Statutes. It also includes the ICs Aims. A following section on Composition and Procedures defines the work of the Directory Board (our board members), and the Coordinators (our WG Chairs). They also have Friends of the ICs, membership lasting for a year (as the CRM SIGs). The Treasurer provides financial statement. The IC provides Medals (memorable members of the community). The ICOM CC elects the Board at the Triennial Conference. The committee meets at least once a year. The IC elects Coordinators and appoints Assistant Coordinators, who maintain and stimulate communication with the community. WGs are established after vote of 10 voting members, with 3-year probation period (or dissolved by the board after 3 additional years of development).

CIDOC will discuss the CCs By Laws and consider what may be relevant for CIDOC, considering CIDOCs way of working. This will be a major topic for discussion during the board working meeting.

There is an English and a French version of the statutes, the Spanish version was never made. CIDOC will consider translating the statutes once they have been revised.

16. Upcoming Conference 2019 (Kyoto)

Tetsuro Kamura shared the planning of activities for the ICOM and the CIDOC meeting. Some dates to note: Oct 11 respond to the CIDOC volunteer staff: how many do we need? We had 5 volunteers in Milano.

By Nov: we need to agree on conference topics.

By December: call for papers in website Kyoto2019 website.

By March: announcement of the accepted abstract papers.

Offsite meeting: Theme copy replicate and clone cultural.

The board will propose the theme: **Documenting Culture: the Culture of Documentation**

17. Future conferences 2020, 2021

Several locations are being considered, including Portugal. Proposals for the CIDOC conference 2020 are invited by end of December 2018.