

# CIDOC Annual General Meeting 2017

**Location:** MOMA Tbilisi

**Date:** 29 September 2017, 16:25

**Minutes:** Trilce Navarrete

## **Agenda:**

1. Opening of the meeting
2. Approval of minutes
3. Report from 2016 conference
4. Chair's report
5. Secretary's report
6. Financial report
7. Working Groups' reports
8. CIDOC Training Association report
9. Presenting CIDOC 2017
10. CIDOC 2018 and beyond
11. Other business
12. Thank you

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### **1. Opening of the meeting.**

Monika Hagedorn-Saupe opened the AGM.

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### **2. Approval of minutes from 2016 AGM.**

The minutes from the AGM 2016 were approved unanimously.

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### **3. Report from CIDOC 2016 conference.**

Monika presented the main results from the 2016 CIDOC conference. CIDOC met during the Triennial ICOM conference in Milano. ICOM presented the new logos for ICOM and for NC/IC. A new CIDOC board was introduced at the conference. CIDOC held its annual meeting to include plenaries, parallel sessions and working groups. Topics included LIDO, long term preservation, and a panel discussion on Unesco persist guidelines launched in 2016 by Unesco Persist content task. The conference was successful in attracting over 100 participants. The annual meeting included a fruitful excursion to Torino where colleagues were able to exchange information (thanks Maija for facilitating).

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### **4. Chairs report**

Monika presented the activities since the last AGM and pointed to plans for the coming year:

- A new board started to work.

- The CIDOC board voted anonymously to accept the conference venue proposal CIDOC 2018 in Heraklion.
- CIDOC reported digitally to ICOM, using a new digital format.
- A proposal was sent for a joint conference CIDOC COMCOL in Brazil. This proposal was approved and the conference will take place in October 2017 in Rio de Janeiro, financed partially by Central ICOM. A joint session may be explored with COMCOL for CIDOC 2018.
- CIDOC held its first working board meeting in January 2017 in Berlin. The board worked jointly to streamline the website, including a revision of documents, translation of texts and other editorial work.
- Several of the board members worked with ICOM Georgia to prepare this conference.
- CIDOCs chair and secretary participated in the ICOM Paris meeting, June 2016 at Unesco in Paris, opened by Suey Axoy new President of ICOM. The new director Peter Keller presented the new role of the ICOM administration, namely to merge two physical offices, and to improve the membership database. The new HQ staff was presented (membership, legal advise, communications).
- The chairs of the IC met to discuss the status of the ICs. There was a voiced interest in ensuring proper archiving of the IC history, and a proposal was made to send all annual reports to HQ. The ICs discussed revision of delegation of authority (but no activity since then).
- Monika was asked to be member of the legal advisory standing committee (HQ).
- The chair of the ethical committee presented their work. Guidelines for deaccessioning, guidelines for accessioning, guidelines for fundraising and sponsorship. CIDOC will be invited to provide comments on standards and procedures.
- MDPP Museum definition prospects and potentials, will consider the need to make changes to the definition of museums to best reflect the changing field.
- ITC international training committee for museum studies, with training centers in China, presented an overview of their international list of docents and of students.
- ICOM 2019 will take place in Kyoto.
- Monika was invited to present the work of CIDOC and collaborations were considered (joint session in Kyoto), at the ICOM MAM Military museums meeting.

The report of the 2017 CIDOC summer school in Lubbock will follow (see 9).

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## 5. Secretary report

CIDOC has currently 646 members (an increase of 1% from the previous year). The majority of members are from Europe (76%), followed by Latina America and the Caribbean (9%), Asia Pacific (6%), Africa (4%) and North America (4%), and the Arab States (1%). The members of the US alone represent 1% of all members.

ICOM HQ is launching a new membership database. Until the system is ready, the database has been frozen. CIDOC was invited to be part of a commission to test the database (in the next weeks).

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## 6. Financial report

CIDOCs total income in 2016 = € 56,043.73

The main sources of income are the Getty and ICOM. CIDOCs member contributions amounted to €6,662.

Expenses in 2016 = € 55,204.78

The main expenses are for the CIDOC conference (bursaries and technical support) and the COMCOL-CIDOC conference.

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## 7. Editor's report

CIDOC has different forms of communication with the members.

The 2016 newsletter will come in a few weeks.

A new strategy on social media was established (#CIDOC2017, Twitter, Facebook). CIDOC started the conference with 300 followers which increased to 482 followers in Twitter (success of hashtag).

A blog was launched in April 2017, with a wide range of topics. Getty Foundation bursaries will contribute for a blog in the near future.

The work to translate the website to cover all materials in the 3 official languages is underway. The Spanish translations have been made and will be uploaded shortly.

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## 8. WG reports

**Archaeology:** Stephen Stead chair

**The Archaeology Working Group** meet once during the year. Work has continued on the Archive Deposition Standard. The majority of the main body of the text is now complete with just a few edits still outstanding. The Appendices are being prepared and it is expected that a final draft for consultation will be ready by the end of the year. A presentation about the standard was given at an archaeology conference in the UK and positive feedback was received.

We are now using the Freedcamp online project management tool to manage the final editing process.

**Co-reference:** Mika Nyman chair

(reported by Emmanuelle) Working with co-reference requires relating signs to the dynamics of mind.

Work is ongoing. It has been a process of exploration and discovery, including persistent identifiers, integration of co reference concepts in CRM, and creating semiotic theory for semiotic heritage.

A network of partners has been identified to explore these ideas as training, collaboration from Iran.

**CRM SIG:** Martin Doerr chair

> 100 members on mailing list. Meetings held in 2016 were in Italy (Feb), Greece (August), Germany (Dec), Greece (April). Upcoming in 2017 will be in Greece (Oct), Germany (Jan), TBC (May), Greece (Oct at CIDOC 2018).

2016 resolved ±50 issues. ±10 new members to participate in the SIG.

CRM is about enabling technologies (making CRM a reality by partnering with institutions to allow semantic data to be made). This is done through workshops on how to create and critique a semantic CRM model.

CRM will respond to interest to generate new training materials, pushing forward the CRM content on the website. Main work is semantic modeling and collaborate with the SIG community to identify topics of interest.

**Digital Preservation:** Susanne Nickel chair

This past year, the WG responded to user questions, specifically a case of Serbia.

**Documentation Standards:** Jonathan Whitson-Cloud chair (Maija Ekosaari cochair) and Roepert Sheppert.

The Encyclopedia of Museum practice was presented to 30+10 participants in 2 working groups.

For 2018, the WG is interested in organizing a meeting with content providers.

In the coming year, meetings will be facilitated for online editing.

**Exhibition and performance documentation:** Gabriel Moore Forell Bevilacqua chair

The WG engaged in a couple of meetings and e-mails seeking support to organize a small event in Brazil. There is a lot of interest in the topic.

**Information centers:** Monika Hagedorn-Saupe chair

The information centers working group met once since our last report at the AGM. The main task continued to be the support of the work of ISO/TC46/SC8/WG11. We already contributed to the ISO standard 18461, which was published in 2016. In the past year we contributed to the first draft of the new standard under development: the ISO standard 21246 performance indicators for museums.

**Intangible Cultural Heritage:** Manvi Seth chair

Work is ongoing. Manvi hopes to take this topic up again in CIDOC 2018.

**LIDO:** Regine Stein chair

The Working Group continued supporting LIDO users through its listserv (75 subscribers) and direct communication. It held an all day workshop and half day informative working group meeting in Tbilisi. In August, Regine held a two-days workshop "Sharing and integrating collections in digital environments" in Rio de Janeiro, Brazil, including an introduction to the work of CIDOC and LIDO training. Also, the WG released a first set of recommendations for the LIDO Terminology, which aims at complementing the LIDO v1.0 specification with controlled type vocabularies for specific LIDO elements and attributes:

<http://network.icom.museum/cidoc/working-groups/lido/lido-technical/terminology/> (available through LOD service).

**Museum Process Implementation:** Walter Koch chair

The Museum Process Implementation workshop in Milan 2016 attracted over 35 people. The WG identified business process and workflow related issues as important topics in the future.

**Semantic Research Environments:** Siegfried Krause chair

(Joint report with CRM group)

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**9. CIDOC Training Association report**

Nicholas showed the CIDOC website of the Training Program and presented the scope of the program.

The 2017 summer school welcomed 14 participants. Reaching a total of ±100 participants. There was a training planned in Mexico, which had to be cancelled due to the earthquake.

An event was organized in collaboration with Unesco in Cambodia.

In 2018, training programs are planned in Texas and in Estonia. Discussions are underway for a training program in Canada (French), and for a training program in Mexico. A pre-registration option will be installed in the website to gauge the interest of future participants.

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**10. Liaison with ISO**

CIDOC has collaborated with ISO (ISO/TC 46 “Documentation”) since 1989 in a number of projects with museum relevance. Axel presented the various projects.

- ISO 5127:2017 Information and documentation: Foundation and Vocabulary. (Previous edition 2001.) Presents 2.000 entries (definitions and their terms; large section in it for the basic vocabulary needed in ALL documentation; now with a number of museum-specific entries, too.) A flyer with details has been added to the CIDOC 2017 Conference bag for delegates and can be sent digitally on request. ISO definitions can be searched online on [www.iso.org/obp](http://www.iso.org/obp) (but specific entry term which is searched is needed to be given).
- ISO 15511:2011 ISIL International Standard Identifier for Libraries and related Organizations
- ISO 27730:2012 ISCI International Standard Collection identifier
- ISO 21127 CIDOC Conceptual Reference Model (CRM). Second edition 2014 (first edition 2006). The CIDOC representative (Nick Crofts) also held the convenorship of the ISO/TC 46/SC 4 WG which is relevant here. Nick has discontinued on this; presently, the WG is “dormant” and will be reactivated when the need arises (possibly 2019).
- Note also ISO 3166 (several parts) International standard on country codes (2-letter and 3-letter) which are long used in many applications, e.g. www-domain names.

The function of CIDOC “liaison officer” with the ISO (TC 46) was handed from Nick to Axel (in 2015), Nick kept the CRM ISO activities (no report of activities).

There are further standardization organizations that deal with international standards: e.g. CEN (Comité Européen de Normalisation, Bruxelles). They publish EN European Norms (European standards – coverage exceeds the EU and includes further countries in Europe), published obligatorily in English, French and German (and then supposed to be translated in all the other participating European languages). They have Committee CEN/TC 346 “Conservation of cultural property” on restoration and conservation issues. Standard EN 15898 provides 50 definitions on the basic concepts in this field (“context” of object, “value” of object, “restoration”, “conservation”, “repair”, etc.) is currently being revised (first edition is from 2011).

Standard EN 17135 (“Glossary on damages”) on conservation will define basic types of damage that can occur to all types of objects, regardless of their material (stone, metal, wood, glass, ... ). (Further parts for individual materials will follow.) This standard is far advanced, it is already out as draft. Will have short definition of each damage type, with an image to illustrate the damage. Expected for publication by 2018.

CEN/TC 346 operates around 50-60 standards addressing individual questions in conservation/restoration, ranging from determining water vapour permeability, through colour management to sampling procedures, water absorption testing, drying properties, soluble salts or natural stone and mortars. Particularly:

- EN 15 946: Packing principles for transport, 2011
- EN 15 999-1: Guidelines for design of showcases for exhibition and preservation of objects - Part 1: General requirements, 2012-07
- EN 16 095: Condition recording for movable cultural heritage, 2012-10
- EN 16 096: Condition survey and report of built cultural heritage, 2012-10
- EN 16 141: Guidelines for management of environmental conditions - Open storage facilities: definitions and characteristics of collection centres dedicated to the preservation and management of cultural heritage, 2012-07
- EN 16242: Procedures and instruments for measuring humidity in the air and moisture exchanges between air and cultural property. 2012
- EN 16 163: Appropriate lighting for indoor exhibitions, 2014
- EN 16757: Specifications for temperature and relative humidity to limit climate-induced mechanical damage in organic hygroscopic materials. 2010
- EN 16758: Procedures and instruments for measuring temperatures of the air and the surfaces of objects. 2010
- EN 16759-1: Indoor climate - Part 1: Guidelines for heating churches, chapels and other places of worship. 2011
- EN 16790 Integrated pest management (IPM) for protection of cultural heritage. 2016
- EN 16 853 Conservation process - Decision making, planning and implementation. 2017

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## 11. Presenting CIDOC 2018:

The CIDOC 2018 meeting will take place in Greece, Crete, Heraklion from 29 September to 4 October 2018, in collaboration with several organizations. Heraklion has a population of 2,000 people, it houses several museums, and holds several universities.

The theme of the conference is “Provenance of knowledge” in the traditional sense (documentation) and in the contemporary digital interpretation (CRM). Pasiphae, daughter of Helios and oceanid Pereisis, mother of Ariadne and the Minotaur, gives its name to the origins of Provenance: unraveling Ariadne’s thread. (see video [https://www.youtube.com/watch?time\\_continue=6&v=8KmyyNO6SOQ](https://www.youtube.com/watch?time_continue=6&v=8KmyyNO6SOQ) ).

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## 12. Presenting CIDOC 2019:

25 ICOMs Triennial General Conference will take place in Kyoto Japan 1-7 September 2019. The theme of the conference is Museums as Cultural Hubs: the Future of Tradition. The website was just launched, which will update information as available.

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## 13. Future CIDOC meetings:

So far, no proposals have been made for 2020 and 2021. Talks are underway with several countries.

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## 14. Other business

Thanks to the local member committee ICOM Georgia, Chair Inga Karaia, to Lana and volunteer group.

No further notable business until the farewell dinner.

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## 15. Closing and thanks to all (18:15)

01.01.2017-29.09.2017

<b>Total Cash as of 31 December 2016</b>	<b>37.454,50 €</b>
<b>A. INCOME</b>	<b>Amount</b>
ICOM Annual Subvention	6.662,00 €
ICOM support for COMCOL-CIDOC conference	5.000,00 €
Getty subsidy	44.381,33 €
Financial income	0,40 €
<b>TOTAL INCOME</b>	<b>56.043,73 €</b>
<b>B. EXPENSES</b>	
Getty support for the CIDOC conference (bursaries and technical support)	44.381,33 €
CIDOC support for the CIDOC conference	2.000,00 €
ICOM support for COMCOL-CIDOC conference	5.000,00 €
CIDOC support for COMCOL-CIDOC conference	1.879,95 €
Travel support for board members	1.942,00 €
Board meetings	333,70
Banking charges	1,50 €
<b>TOTAL EXPENSES</b>	<b>55.204,78 €</b>
<b>Total Cash as of 29 September 2017</b>	<b>38.293,45 €</b>