

CIDOC Annual General Meeting 2014

Time and Place

10.9.2014 16:00 – 17:30

Dreikönigs Kirche Festsaal, Dresden, Germany

Present

Nicholas Crofts, Chair, Switzerland

Dominik Remondino, Vice-Chair and acting Treasurer, Switzerland

Maija Ekosaari, Secretary, Finland

Emmanuelle Delmas-Glass, Editor, USA

Kaie Jeaser, Ordinary member, Estonia

Martina Krug, Ordinary member, Germany

Gabriel Moore, Ordinary member, Brazil

Working Group Chairs

Archaeological Sites (Stephen Stead)

Co-reference (Mika Nyman)

Data Harvesting and Interchange-LIDO (Erin Coburn)

Data Harvesting and Interchange-LIDO (Regine Stein)

Digital Preservation (Susanne Nickel)

Documentation Standards (Jonathan Whitson-Cloud)

Intangible Cultural Heritage (Manvi Seth)

Information Centres (Monika Hagedorn-Saupe)

Research Environments (Günther Görz)

MPI - Museum Process Implementation (Walter Koch)

Quorum of CIDOC voting members and non-voting members

Apologies

Terry Nyambe, Zambia; Martin Dörr (CRM Special Interest Group); Siegfried Krause (Research Environments)

Agenda

1. Approval of the previous minutes, matters arising, apologies
2. Chair's report
3. Secretary's report
4. Financial report
5. Editor's report
6. Working Group reports
7. CIDOC 2015 New Delhi, India
8. Future events:
9. Any other business
10. Thanks

Opening

The Chair, Nicholas Crofts called the meeting to order.

1. Approval of the previous minutes, matters arising, apologies

The minutes of the Annual General Meeting held in Rio de Janeiro on August 12, 2013 were approved. They are available on the CIDOC website at: <http://network.icom.museum/cidoc/organisation/minutes/>

There were no matters arising.

Apologies were received from Terry Nyambe, Martin Dörr and Siegfried Krause.

2. Chair's report

Nicholas Crofts gave the Chair's report, available here:

<http://network.icom.museum/cidoc/organisation/minutes/>

3. Secretary's report

Maija Ekosaari gave the secretary's report.

- Using the statistics provided by the LOC she told about the participants of the Dresden conference and about the number of active CIDOC members.
- She explained how the membership database is managed from Paris, and the limited access available to the CIDOC board members.
- The membership database application provides access for designated CIDOC board members. It lists current ICOM CIDOC members (voting and non-voting), but not "Friends of CIDOC" who are not active ICOM members.
- The online membership database does not at present allow emails to be sent to CIDOC members, though this is feature is planned.
- At present CIDOC does not have access to a complete and reliable means of emailing all its members and friends. Finding a solution to this problem is a priority.
- CIDOC members who contact Paris to update their contact information should copy the information to the CIDOC secretary.
- CIDOC working groups have their own mailing lists that may include CIDOC friends who are not ICOM members. We would like to consolidate these lists.
- Maija Ekosaari and Stephen Stead both participated in the Membership Processes Working Group established by the Chair of Advisory Council and chaired by Nicholas Crofts. The results and recommendations were reported to ICOM Executive Council and Advisory Board in Paris in June 2014. The report of the working group will be made available on the ICOMMUNITY platform.

4. Financial report

Dominik Remondino (as acting treasurer) presented a financial report to the meeting, which was approved. The report can be consulted online. <http://network.icom.museum/cidoc/organisation/minutes/>

5. Editor's report

Emmanuelle Delmas-Glass gave the editor's report, presenting the 2013 CIDOC Newsletter, in French and English, as well as the CIDOC website, which will be maintained in the three ICOM languages: French, English and Spanish.

CIDOC newsletters are available on the CIDOC website here:
<http://network.icom.museum/cidoc/archives/past-newsletters/>

6. Working Group reports

All working group chairs or their representatives gave short reports on their activities since the last General Assembly and particularly what their WG had accomplished during the conference in Dresden. The reports given were as follows:

Archaeological Sites: Stephen Stead

The Archaeological Sites Working Group held 2 one day meetings in London during the year and had two working sessions at the Dresden conference. The work concentrated in on editing two documents. The Core Data Standard for Archaeological and Architectural Heritage (CDS) and the Archaeological Archives Standard (AAS).

The CDS is a revision of the 1995 publication, which only covered Archaeology, and we have been collaborating with CIPA to enrich and enhance the standard. The CDS has also been used as the basis for the Getty's Arches software project and we have offered extensive comments and support to this freeware development effort.

The AAS is an initiative to produce a truly international standard to support countries who need guidelines to attach to excavation licences. The standard will cover both the material and documentary archive. It takes a modern approach by classifying documentary materials by their form rather than the media they are carried on. The three forms are Narrative text, structured text and visual materials.

Co-reference: Mika Nyman (No written report available).

CRM Special Interest Group: Christian Emil Ore on behalf of Martin Dörr (Report available online)

Data Harvesting and Interchange: Erin Coburn, Regine Stein (Full report available online)

The Data Harvesting and Interchange Working Group held several meetings during the Conference. The working group has agreed to change its name to the LIDO Working Group.

The Data Harvesting and Interchange Working Group was established in 2009 as an official home for LIDO. The Working Group maintains the LIDO schema, centralizes relevant documentation, and serves as a place to evaluate LIDO's progress, implementations and understanding within the greater community.

At the time of the Working Group's inception, LIDO had not been officially published yet. Therefore, the Working Group was named "Data Harvesting and Interchange." However, the Working Group has only ever focused on LIDO, and has not covered any other developments or applications of, formats and techniques for harvesting and interchanging information of relevance to the museum community. In order to accurately reflect the scope and focus of the Working Group, and to properly acknowledge LIDO's home within CIDOC, it was decided to change the name to the LIDO Working Group.

The name change has been approved by the CIDOC Board and announced at the Annual General Meeting (AGM) during the conference in Dresden.

The Data Harvesting and Interchange Working Group website will be updated shortly to reflect this change.

Digital Preservation: Susanne Nickel

No meeting has taken place during 2013. At the Dresden-Conference the working group restarted with 15 participants. In two meetings the state of the art in the different countries was presented and the draft of a definition of digital preservation was begun as well as the outline of a workflow.

Documentation Standards: Jonathan Whitson-Cloud

The DSWG has met on three occasions in the last year. Representatives of the Working Group have also attended two meetings of the CIDOC CRM-SIG, in the spirit of working group collaboration and co-operation.

At its February meeting this year the CIDOC Board suggested two tasks for the DSWG to undertake, firstly the creation of an online museological dictionary and secondly to discover any areas of documentation where documentation professionals have found recommendations or guidance difficult or impossible to find. The DSWG has accepted these tasks and made a start on both of them at Conference 2014.

In two lively and well attended sessions the idea of an online dictionary has evolved into two online publications, a Lexicon of Museum Practice which will take a form close to Wikipedia and a Glossary of Museum Practice which will take a SKOS based hierarchical shape, with shorter texts. It is intended that both these forms will be available for experimental entries before the end of this calendar year. Over 60 persons have committed themselves to contributing in 9 languages. Both formats will be reviewed at Conference 2015.

The DSWG has put out a call, the Guidance Gap call, to all museum documentation professionals to make known to the working group any gaps they find in the guidance available for their work. This is in the nature of a survey with no commitment at this point to filling the gaps; however consideration of how any gaps might be filled is an understood logical next step. The working group encourages anyone to contribute Guidance Gaps by contacting the Working Group chair.

Information Centres: Monika Hagedorn-Saupe (No written report available).

Research Environments: Günther Görz

1. The SRE group has grown out of the Group "Transdisciplinary Approaches in Documentation" (cf. <http://traid.gnm.de/transdisciplinary-approaches-documentation>). The reorientation is intended to provide a stronger commitment to practical needs, as the original goals have turned out to be too ambitious and too general at the same time. Actually, the main purpose of the group is to convey practical knowledge on semantic technology in documentation.

2. Semantic Research Environments are Virtual Research Environments augmented with Semantic Web techniques: Virtual Research Environments (cf. the definition by JISC, 2006) have become a major tool for object documentation. Influenced by Semantic Web Technology, implementations of formal ontologies such as CIDOC CRM, have become the key for semantic indexing and annotation in the field of documentation. So, an integration of both seemed to be obvious.

3. Since the last report, the SRE group organized its fifth workshop at the CIDOC conference 2012 in Helsinki (some snapshots can be found in www.facebook.com/wisskiproject) and a group meeting. There were no group activities at the ICOM conference in Rio in 2013. This year, a half-day workshop has been organized on Sep. 7 (cf. <http://www.cidoc2014.de/index.php/en/home/program-information/workshops-en>) and a working group meeting will take place.

MPI - Museum Process Implementation: Walter Koch (Report available online)

Intangible Cultural Heritage: Manvi Seth

The **CIDOC Intangible Cultural Heritage Working Group** (CIDOC ICH WG) was set up in Dresden, Germany during the annual conference of CIDOC 2014. The CIDOC ICH WG had its first meeting on 8 September and the second meeting on 9 September. Meetings on both the days were attended by 15-20 people.

It was decided in the two meetings that the CIDOC ICH WG will be a platform for sharing experiences and developing methods related to the Documentation of Intangible Cultural Heritage. The working group will
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build upon the convention, definition, domains and framework provided by the UNESCO Convention for the Safeguarding of Intangible Cultural Heritage 2003. Keeping in view the ICOM definition of museums, 2007 where the word intangible has been added, it will explore ways of documenting and linking museum objects and ICH.

The Working Group will limit its scope of work to the broad area of documentation of the ICH and its related fields. It is concerned with the issues of documentation and access of information in the field of ICH.

The working Group will work towards generating:

- **Vocabulary** for documentation of ICH
- **Standards** for documentation of ICH
- **Guidelines** for documentation of ICH

It will start by studying and comparing existing guidelines and formats for documentation of ICH and for linking ICH and museum objects from various countries, regions and museums. In its approach and in every step of the documentation and communication process it will firmly *acknowledge and respect the involvement of knowledge bearers and their communities*. The CIDOC ICH WG works towards greater documentation, easy retrieval, access and communication of ICH.

7. CIDOC 2015 New Delhi, India

Manvi Seth made a short presentation about preparations for CIDOC 2015 in New Delhi and the host organization, the National Museum Institute.

8. Future events:

The Secretary gave some information about the future CIDOC Events

- Summer School in JYVÄSKYLÄ, Finland June 8 – 12, 2015
- Summer School in LUBBOCK, Texas Late June – Early July, 2015
- CIDOC *Programa de Treinamento*, Brazil, August 2015

Full details will be made available on the CIDOC website.

9. Any other business

No other matters arose during the meeting.

10. Thanks

The Chair thanked the local committee warmly for the excellent quality of the conference organisation. Monika Hagedorn Saupe accepted flowers on their behalf and a small present as an expression of gratitude.

Close

The meeting closed at 17:30

CIDOC Working Group Data Harvesting and Interchange Report 2014

The 2014 meetings of the Data Harvesting and Interchange Working Group took place in conjunction with the CIDOC Annual Conference in Dresden, Germany.

On September 6th, the Working Group had a full-day annual meeting with 19 attendees at the Japanisches Palais in Dresden. The meeting focused on different ways LIDO is being implemented by museums and aggregators, with the goal of discussing practices that could be adopted by the broader community. Gordon McKenna (Collections Trust) started the meeting with a presentation on a practical guide to implementing LIDO with different types of objects. Museums and aggregators then shared their experiences using LIDO, and advancements they've made, which included presentations from Yale Center for British Art, the German Digital Library, Europeana Inside, Partage Plus, and digiCULT-Verbund Kiel.

Two meetings took place on September 8th and 9th during the CIDOC annual conference. The first meeting focused on challenges with the flexibility of the LIDO schema. Many sections in the schema allow for providing more refined information about the semantics of the provided data, but lack clear advice on how to use them, with examples hidden in the specification. The German Working Group has been addressing this issue by starting creating LIDO terminology with semantic definitions. Efforts from this working group were presented and discussed. It was concluded to make this particular issue the main working item for the next year, specifically to formalize and extend recommendations for select parts of the schema into a systematic, machine-processable set of recommendations.

The second meeting focused on how vendors and aggregators are using LIDO, challenges they have, tools that are being developed, and relationships with content providers. A preview of the results from the Europeana Inside project were shared, in which vendors discussed LIDO export tools they've created. Representatives from Axiell ALM (Adlib), zetcom Ltd. (MuseumPlus), Gallery Systems (TMS), Collections Trust (Europeana Inside), and Artstor (Shared Shelf) presented during the meeting.

Additionally, a LIDO Introductory Workshop was conducted on September 7th, which offered a background to data standards, a thorough introduction to the LIDO format, and included a practical mapping exercise to LIDO. LIDO workshops have also been given throughout the year.

Finally, the Data Harvesting and Interchange Working Group agreed to change its name to the LIDO Working Group, which was approved by the CIDOC Board and announced at the Annual General Meeting (AGM) during the CIDOC Annual Conference in Dresden.

The Data Harvesting and Interchange Working Group was established in 2009 as an official home for LIDO. The Working Group maintains the LIDO schema, centralizes relevant documentation, and serves as a place to evaluate LIDO's progress, implementations and understanding within the greater community. At the time of the Working Group's inception, LIDO had not been officially published yet. Therefore, the

Working Group was named “Data Harvesting and Interchange.” However, the Working Group has only ever focused on LIDO. In order to accurately reflect the scope and focus of the Working Group, and to properly acknowledge LIDO’s home within CIDOC, it was decided to change the name to the LIDO Working Group.

Programme for 2015

Dissemination and Training

Continue to disseminate activities about LIDO, extension of the online documentation and providing training workshops for people starting to work with LIDO.

LIDO Terminology

Formalize and extend recommendations for select parts of the LIDO schema into a systematic, machine-processable set of recommendations.

Erin Coburn and Regine Stein

8 October 2014