

INTERNATIONAL COUNCIL ON ARCHIVES

EURBICA

Meeting of the Executive Board

Trogir – Croatia, 16th March 2018 (9.00-13.15)

Minutes and decisions

Venue: Hotel Medena – Trogir

Attendees:

Members of the Executive Board of EURBICA:

Deborah Jenkins, chair, John Chambers, Charles Farrugia, Vlatka Lemic, Karin Van Honacker.

Observers:

Jeff James, chair ICA/FAN; Thomas Aigner, president ICARUS; Jozo Ivanovic, assistant Director Croatian State Archives (from 10.00).

Apologies:

Odile Welfelé (EB member)

1. **Introductions:** Deborah introduced Jeff James, acting chair of the ICA Forum of National Archivists (FAN) and Thomas Aigner, president of the International Centre for Archival Research ICARUS.
2. **Apologies:** Odile is unable to be present.

* **Additional agenda item: partnerships part 1: ICARUS**

Given the presence of Thomas Aigner, the agenda was rescheduled to give priority to cooperation possibilities between Eurbica and Icarus (see point 6.1.2)

It was agreed that both organizations have in common: geographical sphere of action (Europe) and objectives (archival cooperation/solidarity and sharing of knowledge & expertise), but their activities and methods are complementary: whereas Eurbica is a network, Icarus works through concrete projects, created in response to actual needs from archives and research institutions.

Some practical arrangements between the two organizations were agreed:

1. *Communication:* the 'European Archival blog' created by the CO:OP project will be shared with Eurbica. Concrete engagements will be made asap. Deborah will contact Elisabeth Steiger, the blog coordinator.

2. *Projects:*

- Time Machine Project (EU FET Flagship project sponsored by Icarus, <http://timemachineproject.eu/>) will be supported by Eurbica as 'Associated institutional partner'.
- Eurbica will promote the 'topotheque' project of Icarus throughout its network (<http://icar-us.eu/en/cooperation/online-portals/topothek/>)

- Icarus will assist Eurbica in preparing projects and looking for funding

3. *Cooperation*: Eurbica and Icarus expressed an interest in becoming partners and in sending a representative to each other's meetings. Deborah will also seek to arrange an invitation for Thomas to give a presentation to PCOM.

Thomas Aigner left the meeting.

3. **Minutes** of previous meeting (Skopje, March 2017)

Approved

4. **Pan-European archival issues**: The key issues remain the same: solidarity, shared heritage and specific items arising out EU legislation.

5. **Eurbica Constitution**

Deborah gave a brief summary of developments so far. In Skopje it was agreed with David Fricker that the constitution should be put on the ICA website for a period of 3 weeks, in case there should be any further comments following the slight amendments to the EURBICA constitution required by the ICA EB in Seoul in 2016. This however had not been done. Deborah undertook to contact the new secretary-general, Anthea Seles, and ask her to conclude the process.

6. **Review and update of the Business Plan**

	2017/18 Commitment	Outcome at 03/2018
1	Map potential EURBICA partners (and their websites) at an organisational level both within and outside Europe and develop EURBICA's network of partners	<p>.1 A first list has been compiled, but much more work needs to be done in this area.</p> <p>.2 Contact is now being established with <u>ICARUS</u>. Concrete arrangements will be made asap. See also point 6.2.3</p> <p>.3 EURBICA has been a member of the <u>Europeana</u> Board as from 1st July 2017. The branch now has observer status on the <u>European Archives Group</u>.</p> <p>.4 Some members of the EURBICA executive committee attended the <u>EBNA</u> meeting, but in their capacity as representatives of their National Archives.</p> <ul style="list-style-type: none"> • Arrange presence of chair Eurbica (Deborah at EBNA in Sofia in June 2018) (Karin). • Contact future organizing directors to arrange a presentation about Eurbica <p>.5 Through our Facebook page, we interact with organisations such as LODLAM, EHRI, DLM Forum, ARMA, IIAS, OPF, PERICLES, and the Banking History Group</p> <p>.6 Good contact has been made with ACARM, whose conference in Malta in October 2017, EURBICA supported with assistance from PCOM.</p> <p>.7 We need to establish better contact with</p>

		<p>Francophonie and Spanish and Italian networks.</p> <p>.8 Establish contact with EURASICA: Deborah will contact the chair at the ICA EB in Paris in April</p>
2	Develop a communications framework to reach EURBICA members, using the ICA website, Facebook and a Newsletter	<p>2.1 The EURBICA Facebook page is operational, although only 2 members of the executive committee contribute to it regularly. The page is liked by approximately 350 people and items get posted roughly three times per month</p> <p>2.2 Little gets posted on our ICA web page. We need to develop content</p> <p>2.3 blog: engagements and division of tasks will be made asap with the European Archival blog: see above: * Icarus</p> <p>2.4 Newsletter: Deborah and Vlatka volunteered to work on a Newsletter (1 per year)</p> <p>2.5 Deborah will contact ICA to ask for the practical help of a New Professional with regard to the development and implementation of our social media strategy</p> <p>2.6 Concerning cooperation with FAN: Jeff is preparing an action plan on communication (he stresses the importance of Twitter), which will include the creation of a WG COM, composed a.o. of members of ICA Secretariat and of the National Archives community. Cooperation with the Branches would be a plus</p>
3	Develop relations with other ICA entities, especially the Expert Groups and Sections and New Professionals active in Europe	<p>3.1 Expert Group on Shared Heritage – active contact, participated in the Malta Conference; possibility of a shared COMMA edition, see item 7 on this agenda</p> <p>3.2 Expert Group on Audio Visual Heritage – active contact, assisted with Malta Conference arrangements</p> <p>3.3. Human Rights Working Group – good informal contact</p> <p>3.3 Section on Literary Archives – active contact, participating in the Split conference with items on Safe Havens</p> <p>3.4 Section on Local, Municipal and Territorial Archives – good informal contact</p> <p>3.5 Section on University Archives -- good informal contact</p> <p>3.6 Section on Sport Archives – good informal contact</p> <p>3.7 Forum of National Archivists – good informal contact: see below, point 7</p>
4	Support up to 4 professional archival	4.1 Symposium in Malta, on the theme of Imaging

	events per year organised in Europe, by providing an international keynote speaker for these events	Imperialism organised by ACARM was sponsored by EURBICA. 4.2 All should reflect on initiatives to be supported by Eurbica in 2018 and 2019 (and later on)
5	Improve communications with other ICA branches and investigate the possibility of joint meetings with them	5.1 Full communications with the other branches has now been established. EURBICA attended the meeting of Chairs of branches at both the Arusha (Tanzania) and the Mexico governance meetings. However: priorities among Branches differ greatly.
6	While EURBICA is a virtual branch, the Executive Board would endeavour to meet once a year in Europe, usually in conjunction with an event sponsored by the branch	6.1 This objective has been attained in 2017 and 2018. We need to develop a better understanding of the meeting cycles of various key European organisations to maintain the momentum. (NB: In 2019, the ICA annual conference will be held in Europe.) 6.2 Urgent: suggestions for the Spring 2019 meeting
7	General Assembly	See point 7. below

7. Next Eurbica General Assembly – virtual meeting

The Executive Committee agreed that, as a first step, the branch constitution should be validated, and that also a French version should be provided. Karin undertook to provide a French translation.

Karin offered to take on the practical organization of the virtual GA.

Points for the agenda:

- Business Plan
- Annual report
- Cooperation activities & projects: see above

7a. Additional agenda item: partnerships part 2: ICA/FAN

Jeff introduced the item. He saw possibilities for *cooperation with FAN*, that would focus on 1° administration; 2° activities, 3° advocacy.

He had some concrete questions for Eurbica:

- How can FAN work with and through the branches?
- How can branches, sections, FAN and other ICA entities claim some form of financial support from ICA? How can ICA facilitate their functioning?

The Eurbica executive committee:

- Agreed that financial support from ICA would be helpful, especially since a dedicated governance budget is available
- Believed that FAN is important for the branches because of its influence at governance and governmental levels. For Eurbica, it could mean having a more clearly defined access to the EU
- Suggested that FAN might want to contact SPP, since Parliamentary archivists in general have a close link with government members

- Expected that Eurbica could have, via FAN, an easier access to information about activities, training programmes and events organized by National/state archives in Europe. Cooperation with regard to communication and activities would be welcomed, in the form of named contact points within national/state archives in Europe
- Would support the need for a policy officer for FAN, who also could assist with communications and exchanges with the branches and sections

8. Eurbica Business Plan 2018/19

Deborah undertook to transform the outline above into a fully-fledged business plan, and to forward the draft to all EB members for comment and improvement.

9. Co-options to the Eurbica Executive Board

The Executive Committee agreed that co-option should be used to fill up skill gaps within the EB rather than be used for specific geographical representation on the executive committee

Key bodies which could help fill skills gaps included: universities, critical national organizations (f.i. Parliaments) and professional associations

10. COMMA special edition on European Shared Heritage, to be worked on with the Expert Group on Shared Heritage, for publication in 2020

The issue of assisting the Expert Group on Shared Heritage, who were leading on a COMMA special edition on shared heritage for 2020, was discussed. It was agreed that EURBICA could disseminate a call for papers when one was prepared.

11. Suggestions for meetings EB in 2018

- No suggestion was forthcoming at this stage
- A representative of Eurbica might attend the EURASICA meeting in Poland in June 2018

12. Suggestions for meetings in 2019:

- Spring 2019: no suggestion forthcoming at this stage.
- ICA Annual conference in Edinburgh – 21-23/10/2019 – would be too late in the year for EURBICA purposes
- If everything else fails: Brussels or Paris, March 2019

13. AoB: No other matters were brought to the attention of the Executive Committee

14. Eurbica expressed its cordial thanks to the conference organizers, and especially to Vlatka, for the warm welcome and the use of the facilities.