Minutes of the Meeting
Executive Board of the Arab Regional Branch of the
International Council on Archives
20/12/2010
National Archives of Egypt – Cairo

At 10am Sunday, 19/12/2010, the executive board of ARBICA met in the conference room of the office of the chairman of the BOD of the National Library and Archives of Egypt in the National Archives of Egypt (NAE) building. The following people attended the meeting:

- Dr. Rifaat Hasan Hilal First Vice-President of ARBICA
- Dr. Al-Hedi Al-Jallab Secretary General of ARBICA
- Mr. Baha Abdul Qadir Al-Ibrahimi Treasurer of ARBICA
- Mr. Qasem Abu Harb Second Vice-President of ARBICA

The meeting was further expanded by inviting the presidents of the Arab archives participating in the international conference, hosted by the NAE in Cairo, on “Archives and the Modern State”.

Upon deliberation and exchange of views, the meeting came out with the following:

1) Call upon the general assembly to renew the tenure of the executive board for an additional 3 to 6-month transitional period to enable the general assembly to meet once again for elections. Members of the general assembly agreed to the recommendation.

2) Welcome and accept the invitation extended by Dr. Fahd Al-Semmarri, Treasurer of King Abdulaziz Foundation for Research and Archives, to host the meeting of the general assembly designated to elect a new executive board for ARBICA.

3) Accept the apology offered by Mr. Qasem Abu Harb for failing to cover the costs of his expenses during the passed period and, instead, employing the money in enhancing and promoting the activities of ARBICA. The Board also notified all member states of ARBICA’s potential to support its representatives and study each individual case separately.

4) Abide by the professional code of conduct set by the International Council on Archives (ICA) in the operation of ARBICA, meanwhile preserving its Arab identity.

5) Present an abstract of the report prepared by Dr. Al-Hedi Al-Jallab of which some aspects will be clarified in today’s session. The full report will be delivered during the session scheduled to be held in King Abdulaziz Foundation for Research and Archives in Riyadh.

6) Recommend the members to review the bylaws of ARBICA and present their remarks to the upcoming meeting.

7) Review the membership policy of ARBICA and find donation-inspired sources of funding.
8) Study the possibility of adopting the ICA model in establishing a permanent headquarters for the ARBICA secretariat and appointing permanent staff to undertake the secretarial work of the executive board.

9) Study the possibility of holding annual meetings with member states of ARBICA following an alphabetical order system.

10) Study the possibility of cooperating with the ICA and its other branches.

11) Establish a preparatory committee for the upcoming meeting constituting:
    - Dr. Rifaat Hasan Hilal
    - Dr. Nasir Al-Johainy – Rapporteur
    - Dr. Abdel Wahed Al-Nabawy

12) Send relevant documents well before the scheduled meeting.

13) Revise the names and contact information of members and member archives.

The meeting came to its conclusion at the specified time and date.