



Minutes

Plenary Assembly SPP/ICA, Meeting d.d. Tuesday, Nov 2nd, 2007;
18.15 p.m.; Corfu, Greece.

**Attendant SC
members:**

Günther Schefbeck (president), Marietta Minotos (vice-president),
Reinder van der Heide (secretary), Claus Brüggmann, Włodzimierz
Kucner, Mateo Maciá, Béla Pálmányi, Reinhard Schreiner.

**Absent SC
members:**

France Bélisle, Michael Schneider

Attendants:

Lutgarde Aerts, Egil Borlaug, Claus Brüggmann, Alfredo Caldeira,
Stephen Ellison, Reinder van der Heide, Vida Kisuniene, Włodzimierz
Kucner, Mateo Maciá, Marietta Minotos, Béla Pálmányi, Hanne
Rasmussen, Günther Schefbeck, Rudolf Schmitz, Harry Scholz,
Reinhard Schreiner, Nassa Traoré, Gro Vilberg, Jochen Weichold (as
guest).

Minutes

Reinder van der Heide (secretary)

0. Welcome

The President, Günther Schefbeck (GS), opens the PA meeting and welcomes the attending SPP members.

1. Reports

Report by the President:

GS starts by answering the question 'what happened since last November in Bonn?': the conference on the world wide web and websites as a challenge for archival organisations to cope and work with, and a chance to present themselves to the public. The colleagues from the German political party foundations within the framework of a working group have developed strategies for preserving websites, put in the form of guidelines enhancing systems of web archiving. These strategies have been presented at the conference, and general recommendations adopted.

Meanwhile, other ICA bodies like the archival training section have been showing a lot of interest in this subject as well, which is deemed to be of utmost importance to archivists in general. They'd like some form of cooperation with us on this, especially with regard to the upcoming XVlth International Congress on Archives in Kuala Lumpur. To make the guidelines available to the archivists' community at large, they will be published in the prestigious series of the Friedrich Ebert Foundation, a result most welcome to our section.

He adds that the SPP will strive to publish the Corfu conference proceedings as well, which is likely to be within a series published by the Ionian University. The results of our Vitoria-Gasteiz conference, on the other hand, are difficult to get, Mateo Maciá (MMa) however will try his best to somehow acquire them for publication.

GS then refers to the concrete plans to organize a workshop on the website archiving subject within the framework of the Kuala Lumpur Congress. The issue has already been discussed by the Steering Committee; subsequently to its last meeting on 31 October/1 November 2007 [see the respective minutes], our colleague Rudolf Schmitz (RuS) has declared himself willing to make substantial

contributions to a workshop on website archiving at the Kuala Lumpur Congress, in particular to hold an extra training session giving practical advice on how to start with a website archiving project. This enables our section to submit a proposal for a two-session workshop on website archiving to the Congress Committee, which will be done before 1 December 2007, this being the first deadline for the submission of proposals.

'Kuala Lumpur' will be important for another reason as well: in accordance with the ICA constitutional regulations, the sectional steering committees for the term 2008-2012 have to be elected there. That is why we'll have to prepare those elections for the SPP Steering Committee. The SC will send out a form to the SPP members in February 2008. This form will enumerate the positions to be filled and describe them in accordance with the provisions of the SPP Regulations (regardless whether they would already be in force by that time or not) and with the practical experience of how much time it would take to perform the tasks associated with these functions. The positions involved are: President, Vice-president (2), Secretary, Treasurer, Auditor (outside the Steering Committee), Steering Committee member.

By sending out the aforementioned form the SPP members will be invited to declare their readiness to stand for election to one of the positions in question. The completed forms are to be submitted until April 2008, before the next Steering Committee meeting. The SPP Steering Committee at its next meeting in Vienna in April 2008 will take notice of the candidatures declared and draw up a list of candidates that will be distributed eight weeks before the meeting of the Plenary Assembly along with the meeting's provisional agenda. The candidates will be urgently invited to attend the Kuala Lumpur meeting in order to give the members present the opportunity to discuss with them their options and preferences for the upcoming term. If however it turns out that a significant number of candidates would indicate that they would not be able to attend the meeting in Kuala Lumpur, another solution must be found by the SC at its meeting in April 2008. A solution could be to invite the candidates to present their options and preferences in writing on the SPP website.

GS then touches upon the subject of the SPP questionnaire made available before the Bonn conference, and filled in by the members present there. The secretary says that he'll tell about the results later, during his report.

Two other, additional projects are now mentioned by our president:

- Establishing a directory of members and 'potential members' of our section, i.e. parliamentary, political party, and politicians' archives on a worldwide scale. This item has been on our agenda for a long time now. It's time to really go ahead with it. A questionnaire has been prepared. [For our course of action on this subject: see the minutes of the Steering Committee under agenda item 3.]
- Twinning / jumelage projects, an option presented by our member Mrs. Nassa Traoré (NT). [For details, see the Steering Committee minutes under agenda item 5.]

Report by the Secretary:

Reinder van der Heide (RHvdH) has little to add to the words of the President.

He refers to the SPP questionnaire which has been filled in by the participants of the Bonn conference. A few forms were sent by letter mail or e-mail to the secretary as well. He has clustered the results, which are handed out to the members present [and enclosed with these minutes]. The secretary observes that the overall outcome regarding the activities of the section is quite positive. He also reads the results to the Plenary Assembly.

RHvdH mentions the fact that in connection with the directory item, mentioned by our president, he has handed over to Béla Pálmányi (BP) a list of institutions in the Netherlands with their data, which could be approached as potential members of our section. He suggests to the attending members to try to produce similar lists for their respective countries in order to contribute this way, however slightly, to the directory.

Concerning the project proposal by NS he asserts the importance of this type of bilateral constructions, both for the enhancing of the exchange of knowledge and experiences between members, and as a possible tool for attracting new members, especially from the so-called less developed countries.

2. Minutes PA Bonn, 2 November 2006

The minutes of the meeting of the Plenary Assembly held in Bonn on 2 November 2006 are accepted and stipulated.

3. SPP Regulations

During the Bonn conference the proposal for the new SPP Regulations prepared by the Steering Committee has been scrutinised and adopted. At its meeting on 20 April 2007 the Steering Committee, as the result of a lengthy discussion, has prepared some draft amendments that have been distributed to the SPP members along with the agenda of the PA meeting.

The three main issues dealt with by the draft amendments are:

1. On the ground of a proposal by Mr. Schouller, the difference in position concerning membership and eligibility to the SC for active and retired members is to be made clearer. GS asserts that the proposed new wording of section 2 subsection c would make it possible for retired archivists to be 'D' members of the SPP/ICA. On the other hand, there is an already existing provision in the Regulations dealing with membership of the SC: the SC should be composed of active archivists.
2. With regard to the question how to offer different fora for archivists of parliaments and for archivists of political party foundations and politicians' archivists within the section, the draft amendments propose to establish two standing working groups (one for parliamentary archivists and another one for political party foundations' and politicians' archivists); the meetings of these standing working groups are to be chaired by the vice-presidents of the section, who therefore are to be taken out of the respective groups of members.
3. Because the section's financial situation has improved with the establishment of an own budget of € 5000,- this year (probably less, i.e. € 2500,-, next year), two new tasks have to be performed: they are assigned, respectively, to a Treasurer (being a member of the SC), and an Auditor (of course, outside the SC). The Auditor annually proposes to the Plenary Assembly to exonerate the Treasurer.

GS asks the Plenary Assembly if these items need a separate treatment/discussion and voting. This is not the case. Therefore, he asks for comments regarding the draft amendments.

The Plenary Assembly seems to be content with the integral proposal at hand. GS closes the debate and subsequently asks the members present to vote. He establishes the fact of the unanimous approval and adoption of the new Regulations.

4. Work Program 2007/2008

GS opens the floor for the members present in order to give them the opportunity to bring forward possible issues/items regarding our Working Program, i.e. an offering of being a host for future conferences, etc.

Members will contemplate their possible contributions to our activities next year, which of course are due to be somewhat overshadowed by the large ICA Congress in Kuala Lumpur. Since attending the Congress in many cases will already consume the budgets available for business trips, a separate SPP conference in 2008 for instance is, of course, not to be envisaged.

5. Any other business

NT uses the occasion to further develop and explain her ideas about the 'jumelage'-project (in French). RHvdH has translated her proposal and reads it out in English:

'Twin' project for documentary centres

Preamble

The documentary centres of Parliaments X and Y decide to associate themselves by a partnership construction with regard to an exchange perspective, to confront their experiences and develop bonds of friendship, and of working relationship.

General objective

- Start an information circuit between documentary centres of Parliaments;
- Assess the practices of the partner documentary centre in order to get better informed about the structure and the professional practices of each other;
- To give to the employees of the partner documentary centres experiences, advice and joint

