Minutes

Steering Committee SPP/ICA, Meeting on Monday, July 25th, 2008; Kuala Lumpur Convention Centre (KLCC), Kuala Lumpur (Malaysia), Room 402.

Present	Khayrou Cissé, Reinder van der Heide (Secretary), Marietta Minotos (President), Günther Schefbeck (Vice-President), Harry Scholz (Treasurer)
Absent	France Bélisle, Claus Brügmann, Emilia Campochiaro, Vida Kisuniene, Włodzimierz Kucner, Reinhard Schreiner (Vice-President), Sara Tedebrand Frant
Recording	Reinder van der Heide (Secretary)

0.   Welcome

The newly elected Steering Committee, which consists of twelve members, namely Marietta Minotos (President), Günther Schefbeck (Vice-President), Reinhard Schreiner (Vice-President, Reinder van der Heide (Secretary), Harry Scholz (Treasurer), France Bélisle, Claus Brügmann, Emilia Campochiario, Kharyou Cissé, Vida Kisuniene, Wlodziemrz Kucner, Sara Tedebrand Frant, meets for the first time on 25th July 2008. The meeting was chaired by the new President, Marietta Minotos (MMi), who welcomes the present SC members.

MMi starts with a short exposé regarding her vision concerning the aims and activities the section should further develop and/or initiate in the coming years, 2008-2012 (see agenda item 1 below). She enumerates a few of those aims, principles and activities:

- The systematic work to promote the SPP and its activities

- Maintain the good atmosphere within the framework of the Steering Committee and the section

- Preserve the unity of the current section / the SPP as it is currently structured

With regard to an effective way our SC will have to work she proposes to encourage all members of our SC to offer their various contributions and their help and also to organise some teams / working groups with specific targets. She adds that she will explain all this extensively under agenda item 1 (working programme 2008-2012).

1.   Working programme 2008-2012

MMi: Only a few members of our committee are here in Kuala Lumpur and are attending the XIVth Congress of the ICA. Nevertheless we made a very important contribution within the scientific framework of the Congress through the participation of our members in a workshop titled 'Archiving web-

sites – a new challenge to archives'. Contributions were made by our colleagues Günther Schefbeck and Rudolf Schmitz. So I think it would be necessary to include their speeches into our website and make a reference to the ICA-website. Do you all agree? The answer is yes. RHvdH hopes that Claus Brügmann (CB, our webmaster) will agree too (…).

MMi: we can also create a directory which will contain notes about the work of the conference, photos and videos like shown yesterday (in the workshop) giving the other members the opportunity to have a general view of the work that has been done here.

RHvdH: Aren't these video's going to make it more difficult to archive this website of ours?

GS: Yes, of course, this will increase the challenge, but that's OK, why not?! Perhaps we should add some streaming video's as well, that'll be even more challenging!

RHvdH: Plus lots of flash animations!

GS: Yes, of course!

MMi considers these things something for the future maybe, but she sees opportunities to include other interesting items, she mentions creating links to other websites of common interest on our website, for example to papers about presidential archives.

GS: Technically it is not a problem. Harry Scholz (HS) thinks it is anyway necessary to talk with Claus Brügmann about these things.

MMi: as our working team members for this subject I propose Günther, Reinder, and Claus in order to implement this aim. Do you want to participate? All say ye (…).

GS: It will take me some time to get my notes worked out to get them on the website, it will take me about a month.

> [At this moment pictures are being taken by an ICA- (or KL-Congress-?)-photographer, an event which elicits the comment that they will undoubtedly appear on our website].

RHvdH: We'll be able to pluck them off the ICA-website, on which they probably will be published.

GS: Or we provide a link to them on the ICA-website, so we don't need a licence…

HS says he will send his photo's directly to CB.

MMi: About our future scientific meetings, a very interesting subject. I'm very happy to announce to you that our next annual scientific meeting will be held in Vienna, hosted by the Austrian parliament and organised by Günther Schefbeck. The subject is 'Archives and Democracy'. It will be held at the end of October or early November 2009. In our next SC-meeting GS will present to us a detailed programme of the 2009 conference. There have been made some very useful contacts in connection with this very interesting combination of subjects: archives and democracy.

GS: The idea of organising a conference on the topic "**Archives and Democracy**" has been on our minds already for some time. Lisbon, Portugal seemed to be an important option, but since this turns out to be difficult I asked internally if a conference on this subject could be organised in Vienna next year. The response was positive, in principle, it is not yet a fixed or determined decision, but once we have made up our minds/intentions, I can go back to my administration and tell them about this, our intention, and I'm quite confident it will be possible to get formal permission to organise the conference in the parliamentary building in Vienna in 2009. I think within the next two months I will be able to provide the formal decision of my administration so that we also can fix the date for the conference in accordance with the parliamentary schedule for next year.

The subject of archives and democracy is a subject that would apply, not only to the members of our section, which of course are particularly interested in it, since their organisations, parliaments and political parties are in particular concerned with democracy issues, but the subject will be of interest to other actors in society as well, so that we should go beyond the scope of membership of our section by inviting other contributors from outside the SPP, and participants. Just a few words, before talking about contributors and participants, about the concept itself. The concept we already have talked about, is to try to develop some sort of strategy or a set of tactical measures in what way archives

might be able to promote democracy. From the perspective of parliamentary archives there are of course a lot of holdings showing the development of democracy and democratic institutions, such as suffrage, freedom of expression, of opinion, or such as political parties themselves for example, and all these holdings show that these institutions of the political system of parliamentary democracy are not taken for granted. And not to be taken for granted. That might be one increasing problem in developed democracies. People are used to these institutions, people are taking them for granted or are starting to take them for granted, so, again and again it is needed to remind them of the way these institutions have come about, are defined, were redefined, etc.

Democracy, to a certain extent, always has to be re-obtained, re-defined. This is an issue for developed democracies. For developing democracies of course there are other issues. There is the issue of political education, of making people accustomed to the institutions of parliamentary democracy, of creating a deeper understanding of these institutions. So, this is a subject not only for parliamentary and political party archives, but also for other archives, and also a subject not only for developed, but for developing countries as well. This is a subject of overall interest. In what way could we achieve the objective of developing such a strategy?

The idea was, first, to give of course a general introduction into the concept, and then present practical experiences of archives, and of course of educational institutions co-operating with archives. In what way, for example, could projects be established to raise awareness of democratic institutions, presenting, discussing, dealing in whatever way with archival holdings. So, I have already got some information about practical experiences with this matter. For instance, I was told by our colleague from the Friedrich Ebert Foundation about experiences they had in the Karl Marx House (we visited it during our 2006 conference) with cooperation with institutions in how to make use of such kind of institution to raise awareness among pupils about the institutions of democracy. One of these contributions could be by Prof. Beatrix Bouvier, for instance, or whoever...

HS: Perhaps it would be a good idea to speak about the possibility of exhibitions about how archives are formed. For example our archive of social democracy made during the last three years two large exhibitions under the aegis of social education. The first was an exhibition in 2006, made in Israel. The theme of the exhibition concerned especially the person of Willy Brandt and his famous East-West policy to create more sensibility in Israel for a permanent dialogue. This exhibition travelled through Israel for two years.

Last year we made an exhibition in Brussels about the EU / Europe and the Friedrich Ebert Foundation made an exhibition about social democracy and Willy Brandt and his special relationship to Europe. The colleagues of the Konrad-Adenauer-Foundation made a similar kind of exhibition about Konrad Adenauer. These exhibitions are referring to democracy and the European process after 1945 and the efforts all this encompassed. Perhaps we can speak more about such possibilities in Vienna?

GS: So this is one of the possible means, and another possibility is websites and educational programmes, for example didactic material like the material developed by the archives of Baden-Württemberg, making it possible for school children to directly approach their holdings, and curricula based on direct sources, all this quite different from the usual didactic material dealing with history education only through text books.

NN (name guessed): Maybe another example is to speak about cooperation. Foreign archives are part of our foreign works, we have some cooperation with archives in South-Africa, and we had a lot of conferences and other activities together, maybe it can be another part of our endeavours?

GS: So that would be particularly about international relations?

NN: For archivists, these things, evaluation of (international) projects, can be interesting.

GS: Of course international relationships can also play an important role in democracy, for just as an example the developments in South-Africa were heavily influenced by international relations and in the end democracy was realised in South-Africa. In what way can we influence the development of democracy through international relations, this might be a possible subject. So you see, there are a lot of possible contributions on projects already existing, or projects having already been concluded. So that would be the first part of the conference, a general introduction into the subject, and with input from projects which have been working well.

The second part would be a sort of evaluation of these experiences and a workshop like discussion on developing those strategies and practical measures. This could be an opportunity to strengthen our new structure of standing working groups of parliamentary and of political party archives and –if feasible– having separate workshops for these two groups, because in that case there really might be different demands, because parliaments as public institutions, and playing a role beyond party structures, would be under another commission, or under other demands and environments with regard to promoting democracy in a more –so to say– neutral way – of course nothing is neutral in political environments – but in a way beyond party structures, there are of course political party institutions like for instance foundations, which also have in their background the particular approach of their political party with regards to promoting democracy. But there could be differences, and so it might be useful to have these different workshops, so that in both workshops strategies and tactical measures could be built.

Then, in the plenary situation we all could come together again and compare the results, the outcome of the two different approaches, which would make it easier to draw general and abstract conclusions. This could not only be applicable to parliamentary and political party institutions but also to other institutions such as national archives or whatever. This would be the three-partite structure of the conference.

Now about what would be the consequence of such a strategic and tactical measure building process. In the end of the conference we should have a strategic vision, so to speak, and a set of a few possible tactical measures, for example describing tools like exhibitions, websites, didactic material, and so on. Now then, it might be useful not to let the process end at that, but to find some partners, some members for example, who would be willing to try to implement the conclusions which we have drawn within their concrete activities. That is what we talked about: whether under the new structure of the Karl Marx House for example, which we cannot yet predict because Prof. Bouvier, or, of course within the environment of parliamentary archives under our members, there would be some partners willing to set up some concrete project in which would be tried to implement our conclusions and then evaluate whether what we concluded, would be applicable, and report back (at the SPP), giving us feedback on these conclusions, on these strategies we have developed.

The conference should anyway have some follow-up. We would have to define whether it would be another event, or for example a web platform, a discussion forum or whatever, where the experiences could be brought in and be further discussed and disseminated among other possibly interested people. Another forum for sharing these experiences could be the Human Rights Working Group of the ICA, which we have confronted with our intention to hold this conference, in the course of its meeting, on Wednesday, and they were quite interested, on the one hand to make a contribution to the conference, on the other hand to evaluate and be part in the evaluation of the results or of the implementation of the results of this website. They are also about to establish a newsletter like we are, this also could be a means for disseminating the results and the evaluation of their implementation. This implies that there would be also other structures within the ICA which could be invited to make contributions to the conference such as the Human Rights Working Group that is now about to become a more formal structure. They have prepared an address, or a motion, to the Executive Board which will be discussed at its next meeting. It is about making this working group a more formal structure within ICA.

There are also more formal structures within ICA, such as for example the SIO, and the international organisations we already touched upon when discussing and referring to international relations, which also might be willing to make a contribution, for example from the side of UNESCO. Has UNESCO archives so far perhaps by exhibitions, for example on human rights, already developed didactical material / measures to contribute to the promotion of democracy? I have the impression there are a lot of possible contributions, the problem might rather be to choose from them…

MMi: OK.

RHvdH: This formal structure of the working group within the ICA, what is it going to be?

GS: That's just the question that is yet open. They call themselves a working group. I made them aware, that they should refer to a particular provision in the Constitution in making this motion to the Executive Board, and Trudy, who has developed this motion, promised me to screen the Constitution for points of reference within the Constitution so that this formal structure would be a structure that has a formal Constitutional basis.

RHvdH: Otherwise the Constitution should be changed, I presume?

GS: Should be changed, that was what we also –shortly we were talking about this-, and that this of course would be a process taking at least one year, until the next AGM, whereas this working group would like to be formally recognised by the EB already this next autumn, so that is why they now try to find a reference that is already existing in the Constitution.

MMi: I would also like to inform you that Mr. Caldeira from the Soares Foundation told me that he is planning to organise in Lisbon a seminar in 2009, relating the archives of politicians and political parties. He promised me to tell me more next month. For 2010, we have the proposal from our colleague from Sénégal to organise a conference hosted by the Senegalese Parliament, and the subject is: **"Modernisation and sustainability, lawmaking support in the 20th century"**. The conference will be held in November of that year. Would you, Mr. Cissé (KC) like to say a few words about this?

KC: Bon, m'excusez de m'exprimer en Français.

MMi : Oui, bien sûr.

KC : OK, donc, d'abord vous me permettez de vous remercier vraiment de m'avoir accepté dans votre groupe, parce que la première fois y a accepté á la réunion du groupe de la section á Corfu, c'était en 2007, et l'intégration m'a été facilité par vous, notamment par votre Président de neuve, Marietta, et également elle a largement contribuée á ma participation á ce conférence là. J'en ai tenu une très bon souvenir que j'ai toujours avec moi. Et je voudrais également exprimer ici les remerciements au Président de l'Assemblée de Sénégal, pour avoir accepter vous, et Dakar comme but pour la prochaine conférence de 2010 de la section. C'était un grand honneur pour nous. Etc.

> **N.B. :** For the sake of clarity Mr. Cissé has sent the secretary a summary in English of his contribution to this meeting; [Statement of Mr Khayrou CISSE to the new Steering Committee of SPP/CIA (Kuala Lumpur, Malaysia, in July 25th, 2008)]:

With this election, returns to me the honour to receive, and that for the first time: the conference of our section in Sub-Saharan Africa in 2010 in Dakar, in Senegal. So, I am very aware of the importance of the task which awaits me as host, but I may reassure you that all the appropriate conditions to give this meeting all the scientific stamp which it always knew, are in good hands. To end, I want to pass on to you the thanks of his Excellency, Mr. Macky Sall, President of the National Assembly, Madam Marie Josephine Diallo, General Secretary, for the choice which you made, asking Senegal and its National Assembly to shelter the ICA-SPP conference of 2010.

The President Macky Sall, as soon as he was informed by the General Secretary, brought at once his support for the project. I also like to thank you for granting me your support and your confidence by electing me as member of this ruling authority, the Steering Committee of our section.

MMi asks Mr. Cissé to keep in contact with the SC, especially with the secretary and herself when new developments take place regarding this 2010 SPP-conference. Mr. Cissé of course promises to do so.

GS says that he has some other things to add with regard to this 2010 conference. He has made some contacts already with possible contributors to this conference. There is a series, a set of programmes within Africa which are related to what you, Mr. Cissé, just mentioned: transparency of parliamentary proceedings, an important element in good governance, such as the Akoma Ntoso project[1], the Mengeni(?) project, which are about electronic support of law making in African parliaments and developing standards for electronic support of law making. I will again meet the colleagues from these projects in September in Florence. There is a summer school on the European University Institute where I am giving a lecture, they will be present there and I will use this opportunity to formally invite them, if you would allow me to do so, to make contributions to this conference and present their projects there, to bring together the people that are working on the support of ongoing and current law making processes with those responsible for ensuring the sustainable documentation of these processes, namely the archivists, this being the main approach of this conference. Yesterday I had the opportunity to meet some colleagues from the International Records Management Trust, they are also working in Africa, mainly in English speaking African countries, but of course they would also be glad

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[1] The Akoma Ntoso Project is one of the activities of the United Nations Department for Economics and Social Affairs (UN-DESA). The aim of the project is to strengthen Parliaments' Information Systems in Africa. AKOMA NTOSO stands for Architecture for Knowledge Oriented Management of African Normative Texts using Open Standards and Ontologies.

to take part in our conference in Dakar. They have a lot of experience with the requirements of records management as part of good governance in Africa and they are willing to share their experiences on these specific conditions under which records management is to be maintained in Africa with our colleagues in 2010. So, we can also rely on some important external contributions to our conference that would enable us to widen the scope of contributions.

MMi: OK, thank you, Günther. About 2011 we have already discussed the perspective to organise a conference in Lithuania. We have our colleague (Vida Kisuniene), member of our Steering Committee, but we have not yet more information about it, so we are not sure, there has not been made an official proposal by Vida, but I think however that we have still a lot of time and we can discuss it during our next SC meeting and maybe Mr. Schreiner will help us to find another solution with Vida.

GS: He promised to do so!

MMi: OK.

HS: I think Mr. Schreiner has very good relations as to the issue of peer states in the context of the Adenauer Foundation. It might be a good idea to work with them in this context.

MMi: For this reason I mentioned Mr. Schreiner. We'll await the official answer of Vida and we'll see, so, I think we're already finished with the future meetings, for in 2012 is our next international (ICA-)congress in Brisbane, Australia.

2.   SPP website

MMi: I think the enrichment of our website must be our first priority. I have already mentioned my proposal. It is about including the speeches, the photo's etc. within the directory, but there is also the proposal to create a newsletter. Reinder?

RHvdH: I understood that Claus Brügmann had the idea? Every half year (twice a year there is to circulate a SPP newsletter). Well, why not, I'd say?

MMi: Would you like to organise a team, or…?

RHvdH: Perhaps Claus should come up with a bit more concrete ideas about the content of this newsletter, but I can imagine it has to be about the progress within the section in organising things like the conference, or new subjects coming up, or whatever could be of interest to our section members.

MMi: Maybe it would be a good idea to have the opportunity to publish some articles, thoughts about a subject of common interest?

HS: That could be a very good idea.

MMi: Or a bibliography relating to our common interests?

GS: Of course, this would imply that there would be the readiness of the, so to say, editorial board of the newsletter to screen ongoing developments, for example collect information about projects of relevance to parliamentary and political party's archives, collect information about what is going on within the ICA in general with regard to issues that might be of interest to our section, to present this information, probably quite briefly, just giving a short description of these projects, and then providing a link to more in-depth information available elsewhere, because in most cases there will be information, that's the problem of our time: that we have all kinds of information available but it's just quite difficult to find the information that we really need.

That might be a particular function of such a newsletter, it need not be a huge bunch of paper, it just should be a small collection of references. Another idea that Claus presented in our last Steering Committee meeting, I think it was a very good idea, was to offer new members of our section the opportunity to present themselves to the others as a sort of self introduction so that we could thereby learn what they are doing and perhaps more intensively involve them in what is already going on in the section, for example in what projects they could be possible partners.

HS: Perhaps it would be a good idea in addition to that to send the members of the Steering Committee and the other functionaries in our section a little photograph of the person, so the members of our section have a possibility to speak via e-mail or something like that directly to the person with whom

one wants cooperation. This doesn't, I think, mean a lot of work, to gather this small amount of information about a person.

GS: Well, in principle we already have this information available since the office completed the questionnaire, in principle we just need to put the information provided in the questionnaire into a short web / HTML form, in that case it can be a fixed HTML page, it needn't be any more sophisticated than that, we just would need to, and, should Claus be able to do, put this information into a fixed HTML page and add a picture, if there is not yet a picture available. Mr. Schreiner has already provided a picture with his address, and the others would be able to provide us with pictures of themselves. And from you (HS), we have the video.

MMi: So, we asked Claus to organise a plan and to present it to us during the next Steering Committee meeting, do you all agree? OK, I think also that Bélisle (France) would be a good member of the 'editorial board' (GS: certainly if we want a good bilingual newsletter, I agree) to give the opportunity to all section members to read our newsletter.

GS: And to provide us with the information from the French speaking community!

MMI: Also we have something to tell about the developer of the ICA's website. Günther will tell us about it.

GS: I had the opportunity to meet with this new developer on Wednesday (20th). It is a nice guy, who is based in Brussels, he is from the UK, he is called Yuri, so perhaps you remember the story. ICA secretariat, after Curaçao, employed a US based enterprise for building up the new website. They took an enormous amount of money from ICA and provided an enormously insufficient website. So this was heavily criticised in all EB meetings since then, and the ICA secretariat got a lot of negative feedback with regard to the insufficient performance of the new website that, anyway, performed worse than the old website did, which was clearly recognised because of all that feedback. So, finally, after some negotiations, the ICA secretariat ceased the cooperation with this US based enterprise and went to an individual developer in Brussels.

Since he is an individual developer and not an enterprise that just tries to sell what it already has, and sells that for the same price again, and again, and again to different customers, in order to make thus the best possible use of a one time investment, the ICA secretariat now is better able than it was before to have this developer do what they want. So now the problem is more to get the ICA secretariat to want what we want… The situation so far is that this developer has improved the ICA website a bit, so that it's at least working now, but still not yet showing a structure that would make it really usable for the substructures, the ICA sections and/or branches. I was not the only one at the time talking to Yuri, there was a colleague of the SIO, who made similar critical remarks as I did, and there are a lot of other people having the same view, so that we now should regularly approach the ICA with our needs. We already told these things to the developer who of course has to wait for the formal permission from the ICA secretariat.

It seems to me, from our perspective, that there are primarily two issues that have to be addressed. The first issue is the way how to present the documents. So far it is, or it should be possible, so to say, for our webmaster, Claus Brügmann, to be able to log in the ICA website and put up documents there, upload SPP documents to the ICA website, so that they would be presented on the ICA website. He does not have the password yet, nobody has, but the function, as the developer assured us, in principle was available now. This means that within the next weeks or months we will get a password that should enable Claus, as a webmaster, and some others, for example you (RHvdH) as a possible deputy, if he is not able to do so, to log in, and upload documents. Then the documents would, on the one hand, appear on the resource centre of the website which is maintained by the ICA secretariat, but they also should appear at the pages that are reserved for our section. This is what the content management underneath does.

It is a content management system, called Groupal, it is quite a modern content management system and in principle the technology is OK, it's the question what one does with it. The technology would also be able to provide a more sophisticated system of presenting documents. So now, within the current structure, the documents on the sectional web pages within the ICA website would just appear in a chronological order, without enabling our webmaster to put any additional structures in. But this, of course, wouldn't be an approach that would make it quite easy for our members to have access to particular documents or to find particular documents. Our demand was to enable the substructures of

ICA to implement document structures of their own. Because there are different needs within the different substructures and they should be able to define their own substructure, for example, in our case it could be a structure distinguishing between event related and non-event related documents within the event related documents, documents referring to business meetings like this, or to working meetings like our conferences. Within these two types there could be a distinction between pre-event and after-event documents, and so on, so it's just a simple tree structure, it's not a technical problem at all, but it has to be defined by the individual user, namely, in our case, our section, or webmaster, to be more concrete. According to what Yuri told me this would not be a big problem, and I have no doubts about that because any well defined content management system should be able to provide this, but the ICA secretariat has to commission him to do the programming. That's one point.

The other issue is 'interactivity'. So far the ICA website doesn't provide interactivity at all. It's a modern design website but the interactivity level is from 1996, so that's the Stone Age of websites (…). So it's no a 'social web' at all. As far as ICA 'central' is regarded, it, of course, it's their decision if they want to have interactivity or not. We, the SPP, want to have interactivity with our members, and that's why the sections and branches are to be given the opportunity to put in interactive elements, as they want to have them, for example forums, blackboards, chat rooms/chats, whiteboards, blogs, whatever, a huge number of possible interactive tools that are in many cases available as freeware or whatever, so that it would not be a problem to obtain them. Of course, if we want very sophisticated software, that would have to be bought, but anyway, there is a lot of software of that kind available for free, it's just about implementing it. So, the demand was to enable the webmasters of the substructures also to implement interactive tools of their choice within the ICA website and of course maintain them there, and of course evaluate the results there, for example in our case we have the questionnaire which was a simple HTML page, so it can be an extremely simple tool to implement and then automatically evaluated, in our case it was of course an intellectual evaluation, but if we have a tool that is a bit more sophisticated then it can be evaluated in an automatic way. This would imply much more flexibility. Give the webmasters of the substructures more access rights, more rights of influencing the structure of the website, because so far there is no page in the page tree foreseen for this type of interactivity. These were the two major demands and the position which also the colleague from SIO took was quite clear: that if they don't fulfil these demands within due time, this would mean within the next month, or at least, the next year, then the SIO would no longer be willing to work together with the ICA secretariat in the field of the ICA website, but then they also would concentrate all their activities, all their effort and all their money on their own website. So that might be also the strategy for us: give them another year and regularly address the secretariat with our requirements. That means for example within the Executive Board meetings which you (Marietta Minotos) will attend, you have the opportunity to confront them with our needs with regard to the ICA website. If they don't react within the next year, then just cancel any further cooperation with them and focus all our effort on our own website.

RHvdH: But do we –in that case- not even want a link from the ICA website to our own future website?

GS: Yes, that's of course something that would be part of the general ICA's structure, and that's something they are providing anyway, but the question is whether we should feed the ICA website with information, put our documents there, in a structure that wouldn't be appropriate at all to look for them, to search for them, or whether we would just, of course, be present there by the information that the secretariat puts in, such as the link to our website, such as our member information. Of course, they are collecting the member information, because they will never stop being responsible for central member information, that is their primary function: to have the overview of the members, so that's the information that would be available anyway on the ICA website, but with regard to the content that we are producing on our specific web page, for example, so far, we wouldn't have the opportunity to find an appropriate place for the newsletter, we could just put the newsletter on the website as a document like others. Then there would be a list of documents in which there would be for example conference proceedings, an edition of the newsletter, and the agenda of the next plenary meeting and so on, without any given structure. That's useless.

RHvdH: I agree.

MMi: OK, I think we're finished with this subject, it's clear what has to be done.

3.   SPP enlargement and directory of Parliamentary/party/politicians archives

MMi: So, the other item on the agenda is about SPP enlargement. We will start with the subject of the directory of parliament, party and politician's archives. Günther has already collected about 50 questionnaires from the European parliamentary archives. He has sent them to Claus, a month ago, and so…

GS: And there they are. What I proposed to Claus was to present them in a searchable way. He made a proposition, but he himself was not convinced of the usefulness of this proposition as he told me afterwards. He just told me it was like a trial whether I would react in another way than I did, but he expected me to react the way I actually did. He presented me with a template of a fixed HTML page to present this information but this is not searchable in a useful way. So, because the information is too much structured to present it that way, there are too much different kinds of information, so what we would need is a small database. This could be quite a simple solution like an Access database, I think for that kind of information it would be totally sufficient. From that kind of information processing, we would be able to have a simple web gateway through which the information could be searched in a more sophisticated way. So, you remember the structure of the questionnaire, I showed it to you in November, in Corfu, and I think again in Vienna in April, so you know the fields.

It was quite a funny experience to see the new standard on describing archives, you know, that the ICA in this Congress presented two new standards that the world was yet missing, and one of them was a standard for describing archives, and they had a working group that was working for about three years or so, and in the end, they produced a sort of questionnaire that was quite similar to that which I made last autumn in two hours, so I would have to be able to save two hours by waiting for this standard, it was quite a funny experience... Anyway, this standard is called ISDIRE (?), it contains a bit more information, for example it controls a known set of control information, that would give information about how information has been put into the questionnaire, but anyway the other coded or to be encoded kinds of information are quite similar (to my own questionnaire). So now we have a structure that can be the structure of a small Access database, but of course, there are all other kinds of databases as well, that could be the basis for then producing a searchable web gateway, in which then the information would be presented in a really structured and searchable way.

For example, you could look for archives from a particular country, for archives of a particular type, for example look at all parliamentary archives, look at all party archives, or politician's archives, or look for archives holding a particular kind of documents, as far as indicated in the information provided by the archives. So, we would have to define what of the categories of information available should also be particularly searchable, for sure there would be some kinds of information that wouldn't be useful to be presented as individually searchable categories, for example it might not be useful to have an individual search category, for example, archives having a reading room, or archives having no reading room, or something of that kind, that wouldn't provide any useful information. But those categories that would be useful for being available for individual search should then be part of a search form to be available to the users. This would mean that even larger amounts of information that we have available now – now we have at least 50 questionnaires, but we hope that the number will grow – and in the end we might have several thousands of different institutions represented. Remember that in Brazil alone, there are several hundreds of parliaments, because they have quite a diverse regional structure with a lot of parliaments, so it's more than in Spain – and in Spain, it's already a lot! (…) – so if they all would be willing to respond then in the end we will have a huge amount of information available, so that cannot be presented in the form of fixed HTML pages, there we need a way of presenting them by memicly (?) created HTML pages, in PHP or ASP or whatever, that's in the end not a question of importance, but dynamically created HTML pages bringing the information out of the data base in the course of the search process, that's the only way of reasonably presenting this information, so how can we obtain that? In principle a programming, a small Access database, is not a big thing.

In theory, if I take much more time than a professional developer would have to take, I would also be able to do so, but if we engage a professional developer, that should be a question of one or two days, and that is something we probably could afford, so that I think, that would be the most efficient way, to have a professional developer develop for us a small Access database and a web gateway. Then we could present that on our website, and, possibly, in a unforeseeable future on the ICA website, which would mean that we have to take money from our budget, the money should be there, because we should have the money from 2007 that we haven't spent, and part of the money… MMi: It's € 5000,-?

GS: Yes, altogether it was € 5000,-, and I think you needed € 1000,- or so for your conference (at Corfu)? So that would mean, there should be about € 4000.-. From this year's budget we have spent about € 300,- or so for the website which were the costs for the provider that Claus Brügmann had reimbursed, because he paid them first and then got reimbursement from ICA, through Annick (Carteret), so that there should be enough money for having this programming work done. But of course, as you know, ICA secretariat is not always really ready to cooperate in these things, so the procedure should be to obtain an offer from a developer, then present that to the ICA secretariat that would be then your (Harry Scholz's) job to make sure that they would be ready to pay and if they declare their readiness, then formally commission the developer to do the work.

That would mean we have to look for a developer. He could be, for example, Yuri, but probably, he is more expensive than someone else, but since the things that he is usually doing are a bit more sophisticated than just programming an Access database, probably he is more expensive than others, so that it might be more reasonable to look for a developer that is a bit cheaper, for example, I could look among the people which are currently working for our parliament, or whoever has a developer at hand who could do this work would be invited to do so. Just make him an offer first we have to exactly describe what we want in more precise words than I have done so that the developer could make a concrete offer, and then we would hand over this offer to you (Harry Scholz), and you would stay in contact with the ICA secretariat or with Thomas, as you prefer, he would hand over it to the secretariat anyway and, just to be sure that they would pay for it and then commission the developer to do the job, and then it would be easy for Claus to put the web gateway on our website and, of course, there would also have to be someone putting the information into the Access database then.

It's not a bulk of work so far, because it's 50 questionnaires so far. I presume, it would be one person day work or something of that kind, so that so far, it would be possible that Claus would do it, but anyway, if it becomes more, we would have to define who's task it is to put the information into the Access database. If we would be able to find a solution where this Access database is accessible not only locally on Claus' pc, - so far he does everything on his personal pc, that's of course not a solution that would make it easy for others to do work on the same hard drive -, but if it would be possible to find a solution where others could also be enabled to work on this data base we could, of course, distribute work and have a more decentralised way of putting in the information.

MMi: So our first step will be making contact with a developer or a provider to have a clear ….

HS: I think the first point must be to describe the points which we are using the database for.

MMi: Will Claus make a short note?

GS: I don't know if Claus should do that, or I should do that, because I have developed the structure of the questionnaire so probably it might be the easiest solution to proceed from the structure of the questionnaire, because that's what the developer needs to know, what fields he would have to have within the Access database, and those are the fields which are in the questionnaire. From the structure of the questionnaire it might be easy for the developer to know what time it would take him to produce the Access data base. Then you would have to additionally describe what sort of search functions we want to have in the web gateway, because not all of these fields, as I told you, would be appropriate for being searchable. We then have to define what fields should be searchable through the web gateway so that these two parts of the programming work, namely the Access database on the one hand and the web gateway on the other hand could be sufficiently defined for the developer to give us an offer.

MMi: OK, I think it would also be necessary to get more questionnaires completed, our second step, so, Günther, Mr. Schreiner, me, or Harry too…

HS: I think for me, the main question concerns the contact with the treasurer of the whole ICA, and I don't know if it is on the agenda, but I have some questions about that. If I get the offer from the developer, I should make contact with the treasurer of the ICA, so for me it is important to know first how much money we have at the moment, I think it is more or less € 3700,-?

GS: A bit more. HS: But for me it's the question about the budget. Do we get, every year, a part of the fees from the membership, so it must be that our budget should grow, so to say, or is it a permanent sum? GS: No, not at all, isn't this another item on the agenda? It's of course your (MMi's) decision.

MMi: Yes, it is another item, it's about the financial issue, so we can discuss this later, OK? So, we hope that the number of questionnaires will grow, but it is our second step, first we must solve this problem of putting all this information on the website, and I have I think nothing to add to this subject about the enlargement of the SPP and I would like to go on with another project: the twinning of archives. There was a proposal of our colleague from Burkina Fasso. The basic idea of twinning was about exchange of knowledge, and experiences between archives usually between an archive of a so called developed and an archive of a so called developing country. This exchange of information or experience would, besides other options, also be followed by visits of personnel to other contacts between the two parts. Now we have two projects, one is about Burkina Fasso and Canada and the other one is about Albania and The Netherlands. But I think we would not have enough money to support them, so what do you propose about this project?

GS: I could imagine that they could fall within the scope of the ICA, project funding, so the idea of bringing archives from different parts of the world together to exchange experiences should fall within the scope of the ICA's strategic directive, and if we were able to more precisely describe what the projects are about and submit what these concrete operations are about and submit the project to the ICA programme's commission, I could imagine that there would be some funding. Of course, this funding is not really gracious, but it should be some thousand Euro's, that could be at least sufficient to enable colleagues, in particular from the developing partner from the twinning team to visit the other partner and stay there for a week or so and collect information there.

MMi: So it will be necessary to submit a proposal, but who will elaborate this proposal?

GS: I think the proposal should have three parts, one general part, that would try to explain in what way the overall concept would fall within the scope of the ICA's strategic objectives. And the two concrete parts on the two concrete twinning concepts which we have so far. So that means that, of course, these two concrete parts would anyway have to be written by the partners of the concrete twinning teams, so that you could develop concrete measures what to do together and in what way to exchange information and describe this along the timeline for doing so in these concrete parts. As regards the general part perhaps we can do it together, Reinder?

RHvdH: Yes, that's OK, I know there are forms within the ICA which you simply can fill out, and I for instance filled out quite some time ago a form for, I think, Burkina Fasso and Canada or maybe the other possible twinning partners, Senegal and Belgium, and I sent it to Mrs. Traoré, this filled out form, and then I asked her to add her part of the data, she had to fill in, but I never got any answers, so …

MMI: You sent them in French?

RHvdH: Yes, in French. But maybe I'll send it again and send you a copy (to GS and MMi), OK. I know this form was in pdf, and I changed it in a Word document so that it could be filled out very easily, and I sent it to her in that format.

MMi: So we'll send it to the programme commission of the ICA. There is a time line?

GS: Not really. The ICA programme commission is just about to develop a new working strategy, so to say. In the past four years the programme commission worked quite slowly. That was heavily criticised by several ICA members submitting projects, so Lewis Bellardo (USA), the new vice-president and head of the programme commission promised to do it in a faster way this time, implying that if we, for example, would be able to submit a project proposal within the next month, for example by the end of September, or so, it should yet be possible to get the decision by the programme commission utterly at the end of the year. That was how I understood Lew Bellardo, the former Archivist of the United States. I met him in Mailand again and he made the impression of being quite active and efficient and so I hope that he will be what he promised.

RHvdH: You didn't speak with him here?

GS: I spoke with him at Mailand, I didn't speak with him here.

RHvdH: He was here, I saw him yesterday I think. GS: they would be visiting the business meetings of the sections, but so far no one appeared. I learned from the ICA-SIO that they were promised, concretely, that one member of the programme commission would appear there, but nobody did so far, anyway, we will have to try whether they would be able and willing to fulfil the promise. We can just try

to send them our proposal by the end of September then, of course, we should keep track of it, and after one or two month we'll concretely ask them when we were to expect a reaction.

MMi: So we'll submit the proposal at the end of September?

GS: I think if we do so, we could have the decision at the end of the year.

MMi: OK. From the two cases Albania-Netherlands, Burkina Fasso-Canada?

GS: I think it should be the three-partite proposal, giving the general outline, and then the two concrete agenda's, so to say, for these two twinning efforts.

RHvdH: Perhaps you (GS) can start with the general part and I'll send in the two other parts in Word.

MMi: According to, in line with the strategic objectives of the ICA.

GS: We'll have, of course, to convince the Programme Commission…

MMi: You, and you… Yes, I think the personal contact will help, here in Kuala Lumpur, to make some contacts with the persons in the commission, not only through mails…?

MMi: So, we'll go on, with the other items. About financial issues.

4. Financial issues

HS: Yes! It's my turn!

MMi: Your turn! I'll say a few words, at first. I asked you, our new treasurer, to submit a short note about the present situation concerning the financial issues in the section budget, to have a view, and to establish of course a stable communication with the treasurer of the ICA.

HS; I think, for me, it is very important, first, to get into contact with this person of the ICA, and to get, so to say, an overview of the financial structure. Günther, or Reinder, you have some information about that, for me it's absolutely new. The main point is, especially the first point for me is: what's the structure of the budget. Is it only the money of the members, and is it a permanently growing financial situation, so that the members are paying year for year, and our section would get more and more, so that we have a winning treasure, so to say, or is it absolutely eh…

GS: You're such an optimist, I'll tell you the whole sad story. According to the ICA constitution the sections should receive a certain portion of the membership fee of their members, that's the theory. Now, the practice. Until 2006 there weren't any particular amounts of money assigned to the sections at all. Until 2006 ICA was close to bankruptcy. That was due to several reasons, one reason was that until 2005 I think, ICA had its accounts in US-dollars, but had to pay most of its money in Euro, so that, when the developments of exchange rates was as it was within one or two years all the budget outlines that ICA had, crashed down, because, there was, from one moment to the other, there was about 30% of ICA budget non-covered.

At the same time ICA had not any administrative structure for keeping track of its budget as well, so there was no efficient auditing, there was just the ICA secretariat managing the budget and there was not even a treasurer, because after Leopold Kammerhofen in 2004 had resigned as treasurer, nobody was willing to take it over from him. OK, so that was why Lorenz Mikoletski for two years formally acted as treasurer, and of course, he was unable to obtain any concrete information about what really was going on. So then, finally, within the Executive Board, was recognised that ICA was close to failure, financial and administrative failure and the first measure they took was to change their accounts and in particular the membership fee from dollar to Euro.

That was the most important measure to settle the situation again. The second measure was on the administrative level, on the one hand to engage a book keeper, who would bring order into the financial records, and to engage a new auditor, auditing firm, Deloitte, you have probably heard of them, it is operating on a world wide basis, to ensure good governance with regard to financial issues. And then they also found a treasurer, Thomas Litman, National Archivist of Sweden, who was attracted to take over the treasurer's function by declaring the treasurer to be vice-president finance, so far. Well, so now we had a vice-president finance, formerly known as treasurer, Thomas Litman. The financial management is still with the Secretariat in Paris, and that means that if you contact Thomas, which

anyway you have to do, because he is the formally responsible functionary for managing the finances, he will pass it over to Paris. Then in the end, probably…

RHvdH: So nothing really changed?

GS: What changed was that Deloitte came in, good book keeping, a science of its own, came in. We now have this expertise, so now things are working better. From 2007, and that's why I told you this story, for the first time it was possible again to assign a particular budget to the sections. In 2007 this was € 5.000,- for SPP. Over all it was € 50.000,- , for all the sections, and in Curaçao, where you (RHvdH) were representing our section, a key was defined in accordance with the size of the sections, that led to the result that I mentioned, that SPP was to receive an amount of € 5000,-, So, what about this money? In the ICA budget, these € 50.000,-, foreseen for the sections, are divided into € 25.000,- for sectional programme activities, and € 25.000,- for administrative purposes.

In Curaçao it was envisaged to put all these sectional programme money, after having it theoretically divided between the sections, put together again into one fund, and finance sectional programmes from this fund. In Reykjavik we decided not to do so for 2007, because so far it proved impossible to set up a structure for evaluating these sectional projects, and leave the money with the sections. So that means that for 2007 indeed we had available an amount of € 5.000,-. For 2008, in Malmö, we decided to finally develop a structure for evaluating sectional projects among the section chairs meeting that regularly takes place in accordance with the executive board, and Larry Eiring (President SAE since 2007) volunteered for developing evaluation criteria in accordance to which the section chairs in their meetings should decide on what sectional projects were to be funded from this sectional part of the budget, this amount of € 25.000,-.

But at the same time we learned that for 2009 not even a particular section budget anymore was foreseen to be assigned to the sections so that at the same time our perspectives were to have no money at all available in 2009.

RHvdH: That makes the job (of Harry's) easy!

GS: Summing up, what we should have is € 5.000,- out of the budget of 2007, and € 2.500,- out of the budget 2008. Of this amount there was spent an amount of about € 1.000,- in 2007, for your (MMi's) conference, and an amount out of the budget 2008, because in 2007 Claus provided the bill, but it wasn't processed by the secretariat so he had to submit it a second time in 2008, at the same time with the bill for 2008, so that it was about an amount of about € 300,- for having our website hosted. This means that we have spent about € 1.300 out of an amount of altogether € 7.500,- , there should be remaining about € 6.200,-. In theory (…).

In 2007, in our SC meeting in the autumn, I think, we talked about opening a sectional bank account, and it proved to be quite difficult. For an organisation like ours, that is not a legal person. It seems to be similar in Austria and The Netherlands. It turned out to be quite difficult to open such an account, so we didn't do it, and left the money with the ICA secretariat on the basis of having individual bills paid, which wouldn't … in some cases, like the provider costs for the website the bill would have to be paid by responsible officers, like in our case Claus Brügmann, and then be reimbursed to him, which, with regard to larger sums, wouldn't be feasible. It wouldn't be a problem with a hundred or two hundred Euros, but if it's about larger sums like for example € 2.000,- for developing this Access database, then it would be another story!

This is not a problem of just our section. This is a problem of a lot of other sections as well. We discussed this on the occasion of the section's chairs meeting on Sunday, and a lot of other sections were facing the same problem with opening up a bank account, so that they didn't. There are a few sections which have an own bank account, such as, not surprisingly, the section of business archives… And Hans Naess, who is the chair of this section now also vice-president sections, told us that in Norway it wasn't a problem at all, and he even got quite good conditions for opening such a bank account there. We decided to exchange information on accounting as it has been done so far, and on bank accounts if any section has an own bank account, for example the section of university archives, they are now using the bank account of one of its members, of a university. This university has a bunch of bank accounts and one of them is assigned to the section, so, that's a question of whether we want such a solution as well.

MMi: Where is the money?

GS: Eh, that's a good question!!! Where's the money? You are bringing it to the point, where's the money?! Joan had it, and he might hand it over to David on August 1st, so most of the sections are doing what we have been doing, so far, namely sending their receipts to the ICA, and having them reimbursed. One section, I don't remember which one, a few months ago, tried to get the money out of the ICA account, to it's own account. They opened an account, and asked the secretariat now to transfer the money they still had to their own account. And the answer of the ICA secretariat was: no.

MMi: We keep the money. GS: No, not so, frankly. First of all, we don't have time now to do so, it was of course, it needs a lot of time to transfer money to another bank account…

RHvdH: At least two seconds…

GS: That was reason number one. Reason number 2 was, even if we had time, we wouldn't do so, because before doing so, we would have to conclude a contract with you how to spend the money, on what kinds of, on what terms of reference you would be entitled to spend the money, so for example, informing us in advance, what you will do with the money, or whatever. We would have to conclude such contract first. This was new information, so far this was not the case with regard to other sections, like SPL, the section of business and labour archives, so far they had received the money in 2007. This meant that for the moment the policy of the ICA secretariat is, obviously, to cut the individual responsibility for their budget again, and this must be seen in connection to the overall budget policy of ICA.

In Malmö, at the end of the Executive Board meeting, when we were presented with the draft budget for 2009, we were quite struck by the experience, that in the budget for 2009 no money was foreseen for sections in contradiction to the constitutional provision, that would entitle sections to get a particular portion of the membership fees of their members. That was why of course the section chairs in Malmö were struggling with Joan (van Albada) about this issue and Joan's less convincing argument was: well, that's the draft budget, if now you, sections want to have money, I have to take it from elsewhere, where shall I take it from? So, of course, we didn't accept this position, and so now in the draft budget, as it will be submitted to the AGM there are € 25.000,- foreseen for programme activities, of the sections, but the other € 25.000,- that in 2007 and 2008 were foreseen for operational activities and administrative purposes are not yet foreseen again.

This will mean that it will be important in the AGM meeting to try anything, and that is one of the reasons that it will be useful that you will be present in the AGM meeting, to try anything to get this money back! I'm sure Hans Naess will bring up the case, but he would need assistance from all the other section presidents/chairs present there to assist him and stress that position of the sections, and ask the questions on what financial basis they should do their administrative work. Of course, all of our organisations are based on the volunteering work of their members. Without all this voluntary work it wouldn't be possible to do anything, but there need to be at least a small amount of money, € 2.500,- for one section, and € 25.000,- for all the sections is really a small amount of money to have at least some elementary administrative processes funded, like for example websites and some thing of this kind.

HS: A question, please, Günther. Does every section have, at the moment, a treasurer?

GS: As far as I know, no. But in other cases it might be for example the secretary responsible for these things, but in every section someone is, formally or informally responsible for financial issues.

HS: Do you have some names?

GS: No, because we were always corresponding on the section chair's level, so I don't know, but I'm sure that if you directly approach, or through Marietta, approach the section chairs and ask them for providing you with information of who would be responsible for financial issues that wouldn't be a problem to come in contact with them.

HS: It would be very interesting to me if you could give me any name, so…

MMi: From all the sections, or from some?

GS: For example in the SPL it is Hans Naess personally. Hans Naess is the chair of the section of Business and Labour archives, and now also vice-president sections. Hans now was even invited to attend the High Tea of the King yesterday, and he was the one who opened this account in Norway, and told us about that. He is a Norwegian, based in Stavanger.

HS: I think, at the moment for me, it is a really unclear situation. I think I first should clear up the situation. Our foundation, the Friedrich Ebert Foundation, we have good contacts, and we are working with a bank called Gemeinwirtschaft. It's a bank for trade unions, and they have special conditions. Perhaps I can get some information about the possibility to open an account there. The second step would be Marietta giving me some information about the names of the other ones and I could then perhaps try to get in contact with Hans Naess from Norway to get more information about the situation. For me it's important information you gave. It seems to me that the ICA isn't very interested in giving some money to the section.

GS: Exactly, that's the situation.

HS: For me the first question to the ICA would be to ask them to give me the money of the section, but in light of what you have told me, it wouldn't be successful, it wouldn't be so great…

GS: It will be an ongoing struggle!

HS: OK, so it is clear: I will try to establish contact with Hans Naess, make contact with the Gemeinwirtschaft Bank in Germany about their conditions, and so on, so in the next SC meeting I'll be able to give you some more clear information about all that.

RHvdH: This seems a good strategy. (Laughter) But keep in mind that, of course, the financial problems of the ICA are the underlying problem.

GS: But, frankly spoken, so far it's not any more due to this endangered financial situation that we were facing in 2006, so far it was acceptable, that an organisation close to bankruptcy perhaps wouldn't be willing to even divide or distribute the money it had among its substructures. It seems since 2006 the financial situation has stabilised, of course it is not a situation in which the ICA can throw out money in any possible way, but the situation is stabilised.

If now they are hesitating to give out the money the sections are entitled to under the constitution to them, then it has other reasons, namely the reason that the ICA always is in this, so to say, tidal situation of on the one hand frenzying substructures because they know very well that it's the substructures that are doing the work, ICA itself is not doing the work, of course, it's just an administrative structure. Here there are only volunteers who are working, and on the other hand being anxious of the substructures becoming too influential, so that, of course, budget is a means of preventing them of becoming too influential.

There are these two approaches that are always present, sometimes the one, and then again the other is predominant, in 2004 it was possible to strengthen the substructures, the amendments in the constitution, made in Vienna, were in favour of strengthening them, now in the last one or two years, there were efforts to drive them back, and now we have of course to try to re-establish even our financial capacity.

HS: So it would be a good idea to cooperate with the other sections to put pressure on the ICA. GS: Yes, that's most important.

MMi: Exactly, I would like it if it would be tried to find, to collect some information among the section's treasurers, and their names, maybe, or of some of them.

HS: Yes, it's my intention. If you would give them to me?

MMi: I will try to find out if it is possible to get those names.

RHvdH: Every section must have someone responsible for financial matters. GS: I think it would be the easiest to write a letter to the section chairs asking them these names.

MMi: Or today, or tomorrow I could ask them! GS: But I don't know if you'll be able to reach every one, etc…. HS: I think it's already very late in the congress, a lot of them will be going back…

RHvdH: No, no, they are all present still. GS: in the AGM they'll all be present. So that in theory it'll be possible (as President) to contact all of them, but in practice… it is quite difficult within such a large meeting , the AGM, and probably you don't know yet all of them, you'll get to know them very well the next four years, but today probably you just know a few of them, and it just might be difficult to contact them there, and it might be easier to write them a letter and ask them for the things you want to know regarding financial issues, etc.

MMi: We're finished with the financial issues.

5.   Cooperation sections within ICA

MMi: OK. Another item is about the future, the possibility of a future cooperation with other section within the framework of the ICA. It's a very important subject. Maybe we have a common interest with for instance the section for training and education. How can we establish this cooperation? Maybe to plan a common project, what do you propose?

GS: To start with a common project, in our workshop on web archiving we were working together with the SIO, the section of archives of international organisations, and in the section of training and education, the SAE - Section for Archival Education and Training – they are planning web archiving project as well, so cooperation seems feasible and useful. Of course, working together on guidelines, on standards should be tried and undertaken. Perhaps common plans should be submitted to the Programme Commission of the ICA in order to get finance for technological support. There is already cooperation between the sections SPP and SIO, in the person of Mr. Dieter Schlenker, we had already a joint presentation in our workshop here. We also can cooperate with other section in the final editing of web archiving guidelines. SIO has announced to start the process of establishing of a 'toolkit', a methodological standard/tool for web archiving. Günther will write a letter to Michael Schneider, organiser of the Bonn-conference on this subject.

6.   Closing

Our President, Marietta Minotou, thanks the attendant members for their contributions and closes the meeting.