

**INTERNATIONAL COUNCIL ON ARCHIVES
SECTION FOR LOCAL, MUNICIPAL AND
TERRITORIAL ARCHIVES**

Agenda
for the SLMT Bureau Meeting
Tel Aviv
On Sunday 5 May 10:00-16:00
&
Haifa
Monday 6 May 10:00-16:00

To be approved

DAY 1 SUNDAY 6 MAY 10:00-16:00

Tel Aviv Jaffo Archives
Tel Aviv City Hall
Eben Gvirol st. 69, Tel Aviv

Excuses from Heather Gorden, Celine Fernandez, Sylvie Clair, Norma Fenoglio and Beatriz Kusnir

Present: Tim Harris, London (Chair), Jantje Steenhuis & Mies Langelaar, Rotterdam, Søren Bitsch Christensen, Aarhus, Michal Henkin, Haifa. Observer: Larisa Shnitkind, Tel Aviv Municipal Archive.

Agenda

Welcome and opening of meeting

1. Welcome/opening of meeting
 - Apologies were announced. Tim Harris thanked the local organizers.
 - Adoption of agenda: Adopted.
2. Approval of the minutes of the Bureau Meeting held in Aarhus, April 2018 (published here: <https://www.ica.org/en/file/ica-slmt-minutes-bureau-meeting-aarhus-2018doc> (in English))
 - Approved. Celine is translating them into French.
3. Orientation of informal meetings held in Yaoundé, November 2018, and Executive Meeting (telephone), February 2019.
 - Jantje informed of Yaoundé meeting and Tim Harris of the telephone EM meeting.
4. Matters arising from earlier minutes (other than those already on the agenda)
 - Action point: Publication on three languages on the website.
 - Minutes are being translated into Spanish by Mariela Álvarez Rodríguez
 - Action point: Can web traffic be measured?
 - Mies: We have to tell ICA which pages should be measured.
 - On Facebook, 200 people are sharing content. There are 618 followers.
 - The section has 250-300 members.
 - In regard to the Africa strategy; we might help to facilitate a survey of collections outside of Africa about Africa and Africans, and there is a couple of years to run for it.

- Soren will invite James Lowry to tell members how to support the AS. Taking up the issue at the Adelaide conference is also a possibility, for instance by calling on Riita from Surinam.
 - Taking the question of copyrights and privacy on the Executive Board, and we will have a focus on the issues.
 - Papers from ICA about Copyrights/WIPO/Regional Consultations and Copyright Update will be circulated. Michal Henkins mentioned that in Israel, Wikimedia made an agreement with archives about publishing archival content including orphan work and regarding privacy laws. The Israeli National Archive is not particularly active in this matter, but local archives are. Instead, the National Library administers the portal. Tim will bring this forward to Marianne Deraze.
5. Brief evaluation of SLMT activities and participation at ICA Conferences 2018, Yaoundé
- Evaluated. The participation of SLMT members was limited.

Reports from various meetings, 2018/19

6. Update from the ICA Executive Board
- Papers had been circulated before the meeting.
 - Bids for the 2021 ICA conference have been delivered. There was a brief discussion about the Strategic Review and the Report on Membership and Membership Services. A members' survey will be carried out among Category C members based on a sample of 20 percent (23 municipal and 25 regional members). Next meeting in Abu Dhabi on 15-22 November.
7. Update on PCOM and others
- The Sri Lanka project
 - Evaluation done for PCOM. Tim Harris will circulate the papers and make sure to check with Sri Lanka before publishing them on the website.
 - Michal asked, if we could put up a formalized training program for courses like the Sri Lanka course, with a certification. It was replied that perhaps we could learn from other ICA online courses recently developed.
 - As a future project, Michal proposed Smart Cities and archives: Do a report, a training program or a prototype about retrieval of smart data.

SLMT organisational matters

8. Finances
- Tim Harris stated that we can either support members going to meetings or support a new workshop. Michal asked on which grounds? To spread SLMT activities?

- Tim informed of the budget proces with ICA. He will circulate the budget within the section and send it in later. We should bear in mind to contact other relevant sections.
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9. Membership review:

- The Bureau is as follows:
 - a. Chair: Tim Harris
 - b. Vice-Chair: Jantje Steenhuis
 - c. Secretary: Soren Bitsch Christensen
 - d. Web-mistress: Mies Langelaar
 - e. Bureau members: Mariela Álvarez Rodríguez
Sylvie Clair
Ngozi Ugoh
Michal Henkin
Zhu Jihua retired. *A new person will be named.*
Celine Fernandez
Norma Fenoglio
Heather M. Gordon
Beatriz Kushnir
 - f. COMMA liaison: Norma Fenoglio
- Evaluation of members' feedback on previous minutes.
 - None
- Tim announced that the offices will stand for the rest of the year. He aims to stepping down as Chair after four years' service as Secretary and four years as Chair. There was a discussion about succession planning. We will make an Open Call for officers as part of the agenda for the Adelaide meeting.
- Larisa Shnitkind, Tel Aviv Municipal Archive expressed interest.

SLMT members reports

10. Reports from present members (10 minutes each)

- Soren, Aarhus, DK, presented a campaign to celebrate the 150th anniversary of the City Council by calling in cooperation with local media for a vote for the best decisions of the council and presenting the digital records of the council, see <https://byraad150.aarhus.dk/>
- Mies and Jantje presented projects from Rotterdam about World War 2, Jews, and colonies. They also presented Moments in History, run in cooperation with other municipal archives, and the new digital repository, SEARCH (a new collection management system, selected following a European bid).
- Tim presented London Metropolitan Archives projects; a documentary film about AIDS, the Unlocking Our Sound Heritage – part of the Hub for London,

Word on the Streets. He also presented the largest UK-based Jewish collection, held by LMA.

- Michal and Larisa presented projects from Tel Aviv and Haifa, Israel: Teachings in ‘communities’ in a university course; a new digital archival system constructed with the Mayors’ Office in Tel Aviv ready for use; a hackathon held; and participating in Tel Aviv in Jane Walking event.

SLMT business plan and strategy

11. Main focus of action is to engage more archives to share more of the great activities from around the world; and secondly, to engage the SLMT in more collaboration with other ICA bodies.

- SAR – Section on Architectural Archives and the Africa Program were highlighted.

12. Activities

- Future Publication of COMMA edition on World Cities (see later item)
- ICA Annual Conference, Adelaide, Australia, 21 to 25 October. The theme will be Designing the Archive.
 - a) A SLMT proposal is accepted, but changed from a panel into a workshop of 1½ hs.: *Accessibility by Design*. Content: How Local Municipal and Territorial archives can work in innovative ways alongside communities to provide access to archives. Four speakers from PROV, Melbourne; Aarhus; LMA and Rotterdam. An expected learning outcome has to be formulated.
- Idea: European City Archives Conference
 - a) The idea was discussed. Could it be a cooperation with EURBICA? Holding it in 2022 was proposed.

SLMT webpages

13. Review of SLMT pages on the ICA website; social media promotion of City archives

- Matters from the minutes of last meeting:
 - Presentation of members on website to be re-arranged, city-order or by alphabet.
 - Mies said that is only for the Bureau to do. Tim will notify the Bureau.
 - Setting up a Twitter account needs ICA approval. It was decided that we do not have the resources to run another social media client?
 - We need more information about the Sri Lanka and COMMA special edition on the website.
 - Action point: Tim will provide the information to Mies.

Future SLMT meetings

14. Next meeting will be at the ICA Adelaide Conference, October 2019

15. SLMT Bureau Spring 2020, suggestions are welcomed (Marseilles has been proposed).

Liaison with other ICA sections, branches and expert groups

16. Work of other ICA bodies: Section Chairs, Expert Groups, New Professionals, EGABE
 - Special attention on the meeting was given to Update from the ICA Executive Board, see Item 6
17. International Archives Day
 - ICA is providing logos etc, but are not pushing SLMT content. Last year, our Facebook and website campaign had 600 posts and many displays. There was a good response from the section members to our mail with a call for action for participating.

Closure of meeting

18. Any other business
 - The Chair presented a diploma for long-term membership of the Bureau to Michal Henkins.

Social program

Dinner, invitation by the two national archivist associations, Association of Israeli Archivists and Association of Municipal archivists.

DAY 2 MONDAY 6 MAY

Haifa Archives
Gotlib Shumacher st. 2. The Germany Colony, Haifa

Agenda

Planning of special edition of COMMA on World Cities

- Status report: The original intention was a special edition with 10-12 ‘World Cities’, but despite an initial good response only 4-5 city archives have sent in articles. Margaret Procter proposed a part issue.
 - Decision: Tim Harris will talk to Margaret and we will consider including papers from the Adelaide conference, at least the Melbourne/PROV paper.
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Social program

After meeting a tour to Jaffa, incl supper

Links

ICA Conference 2019 <https://www.ica.org/en/conference-ica-adelaide-2019>