

ICOM-CC Annual Report 2020

Should you have any question regarding this online form please contact fernando.avakian@icom.museum.

Contact Information

Name of Person filling this form

First Name: Kate

Last Name: Seymour

You are:

The Chair of

Name of International Committee : ICOM-CC Committee for Conservation

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A) Adaptation of activities due to the pandemic

Guidelines

SAREC will inquire on how ICs adapted their already planned activities to the pandemic. The reaction and resilience vis-à-vis the pandemic will be assessed. In particular, the annual meetings of International Committees are usually at the core of the committees' annual activities. However, in 2020, the COVID-19 pandemic has meant that many of these had to be cancelled. SAREC will instead assess:

- Plans for 2020 annual meeting(s), including draft themes, programs and presenters;
- Details of the decision to cancel or delay the meeting: when that was taken, and how that was communicated to members;
- Any activities that took place in lieu of the meeting, such as online forums or workshops;
- Plans to hold the meeting at a later date.

i) Have your IC been able to conduct its Annual Meeting?

NO

ii) How did your IC adapt the already planned activities to the pandemic?

The below report outlines the numerous activities organised and carried out by ICOM-CC (Committee for Conservation) in 2020. While some planned activities were postponed, it should be noted that others could be carried out as designed. Further details are provided as answers to subsequent questions.

1. ICOM-CC operates on a triennial schedule. Triennial Conferences are organised rather than holding annual meetings of the full Committee. These normally take place in the year following ICOM's General Conference. The 19th Triennial Conference was planned for September 2020 in Beijing, China but, as a response to the pandemic, has been postponed until May 2021, now to be given in a fully virtual format. The decisions to postpone were taken together with the National Organising Committee (NOC) of the conference in China and communicated fully to all members. An overview of the theme, programme and schedule are provided in **Supporting Document 01**. The full list of presenters is still being finalised and will be provided shortly on the deviated conference website. (<https://www.icom-cc2020.org/>). A fuller explanation of decisions to postpone this event and convert to a virtual conference are reported in below.

2. Despite not convening a typical annual meeting ICOM-CC does organise a number of other types of meetings and activities throughout its triennium. Many of ICOM-CC's twenty-one specialised Working Groups hold Interim Meetings throughout the triennium. These meetings generally attract between 30 and 300 participants each and often result in the production of publications which are highly valued within the conservation community. ICOM-CC's internal guidelines discourage these meetings to be held in the lead up to the Triennial Conference (originally planned for

September 2020), thus only one such meeting was organised in 2020. See [Supporting Document 02](#) for a review of the meeting. Our Working Groups are currently planning for future interim activities for the 2020-2023 triennium and while have not excluded in-person meetings, if viable beyond 2021, virtual meetings are being considered for many of these events. We will ensure that all planned activities are included in the ICOM calendar.

3. In order to maintain contact with our management team during these unprecedented times, the Directory Board organised additional meetings with our Working Group Coordinators and encouraged our Working Groups to organise virtual meetings (internally called Virtual Cafes).

A virtual meeting brought together the management team of ICOM-CC in June 2020. We used this meeting to communicate the decision and consequences of postponing the 19th Triennial Conference and to receive feedback on members experiences during the first lockdown in early 2020. Further meetings between the Directory Board and Working Group Coordinators were organised as planned in September to finalise the Triennium (2017-2020) and to begin the new cycle. These meetings were also held virtually using a video conferencing platform.

Some of our Working Groups have organised virtual gatherings as a direct response to the pandemic over the past 6 months. Around 6 intimate Working Group meetings were held between June and December 2020. Video conferencing platforms such as Zoom and Microsoft Teams were used. At times the host Working Group Coordinator provided the account used to host the meetings. For other meetings, the account was provided by the incoming Chair (University of Amsterdam). The meetings were informal in nature and averaged between 15-20 participants. These were well received and allowed members to exchange experiences relating to COVID-19 and to suggest ideas to make future activities more resilient and robust as the pandemic continues. A list of such meetings is included in [Supporting Document 03](#).

4. The triennial schedule was maintained and came to a close in September 2020. Typically this ending of the three year cycle coincides with the Triennial Conference. Although the conference was postponed, the committee organised as planned elections for our Directory Board and 21 Working Group coordinators in September 2020. Elections are carried out electronically according to ICOM International Committee internal rules. Candidate profiles were posted on the ICOM-CC website in June 2020 and members holding a web account were invited to vote via Eblast notifications and by direct mailing, with polling closing on the 17th September 2020. The election poll results were scrutinised and submitted by email to ICOM (Morgane Fouquet) on 17 September 2020.

The incoming Directory Board and Working Group Coordinators are serving as planned from September 2020 until September 2023. Both groups consist of some continuing members as well as new representatives from the membership. Eight members were elected to the Directory Board, leaving one potential spot open. Two members of the previous Directory Board were re-elected and four previous Working Group Coordinators joined the team, thus providing continuity and oversight. The remaining two new Directory Board members bring added value to the Directory Board team with experiences in teaching, museum management and financial administration, as well as a fresh look and new skills to our committee. The current Directory Board is considering if a non-elected (and thus non-voting) representative should be invited to fill the open place.

Twenty Working Group Coordinators were elected in September 2020, filling all but one of the 21 Working Group managerial positions. Of these 10 return for a second term and 10 are new to the position. This again provides continuity but also new impetus in running our committee. One Coordinator position remains unfilled (Natural History Collections) and efforts are ongoing to fill this position. Each Working Group can nominate up to 6 Assistant Coordinators to assist in running the activities of the Working Group. These nominations are approved, along with the intended programme of activities, by the Directory Board. This process is ongoing and will draw to conclusion in January 2021.

The eight Directory Board members, 20 Working Group Assistant Coordinator (and c. 100-120 Assistant Coordinators) represent a truly global spread of regions and an amazingly diverse backgrounds to those that lead and manage this large ICOM International Committee. The strong commitments, and in-kind contributions, of our Directory Board and Coordinator groups help to build an effective team managing the c. 4000 strong membership and membership interests.

A full list, and profiles, of the new team running the committee can be found on the ICOM-CC website: <http://www.icom-cc.org/351/about/newly-elected-directory-board-and-for-working-group-coordinators-2020-2023/>. A full list of our past and current Directory Board members and Working Group Coordinators and their ICOM country of membership are listed in [Supporting Document 04](#).

It goes without saying that all active Directory Board members, Coordinators and proposed Assistant Coordinators are ICOM members who have selected ICOM-CC as their voting International Committee and have provided proof of

membership for 2020 and 2021. The ICOM-CC secretariat will ensure that membership dues are maintained by all elected and nominated officials throughout the full triennial period (2020-2023).

5. The ICOM-CC General Assembly typically takes place on the final day of the Triennial Conference. As the 19th Triennial Conference has been postponed until May 2021, so has our associated General Assembly. Plans are ongoing to hold this virtually in May 2021. The planned replacement programme is provided in [Supporting Document 01](#). However, reports on activities and the financial review were presented by the outgoing Directory Board to the incoming group in September 2020 and were reported in a special edition of the ICOM-CC Newsletter On Board distributed in September 2020 (Volume 20). <http://www.icom-cc.org/54/document/icom-cc-newsletter-on-board--vol-20-september-2020/?id=1746>

6. The newly elected Directory Board convened in September 2020 and has begun planning activities for the triennium 2020-2023. The initial tasks for the incoming Directory Board were to review ICOM-CC's strategic plans for the following three years, ensuring that these are in line with ICOM's own strategic plans; to encourage the Working Group Coordinators to develop activities for the next three years; to develop and coordinate plans for the 20th ICOM-CC Triennial Conference to be held in September 2023 together with the 2023 National Organising Committee; to develop plans for participation in the 22nd ICOM General Conference in Prague 2022; and to maintain long term projects such as the Publications Online Platform, partially funded by ICOM Special Projects. These activities are discussed and tasks are allocated in order to move them forward at the regularly held Directory Board meetings. Joint sessions with our Working Group Coordinator team are also used to share progress and discuss plans for future activities. These meetings now take place virtually rather than in-person. Updates on various projects will be distributed regularly to members via the ICOM-CC Newsletter On Board issued by the Directory Board twice per year.

7. Plans to develop a new updated website continued in 2020. Bids were requested and evaluated from two companies. These bids were presented to the Directory Board in March 2020 and the tender process was concluded with Uselt, Portugal winning the process. Content on the existing website has been reviewed, archived and imported into the new host domain. The projected end 2020 launch of the website has been delayed due to the pandemic but is expected to be early 2021. A financial review of this project is included in [Section D](#) below.

8. The ongoing Past Publications Online Special Project has continued throughout 2020, with the majority of past Triennial Conference preprints becoming available online and plans to upload Working Group Interim Meeting publications ongoing. The publications are freely accessible on a dedicated stand-alone platform that is linked to our ICOM-CC website. (<https://www.icom-cc-publications-online.org/>)

Currently, all but two of the eighteen Triennial Conference Preprints publications (from Copenhagen 2017 to 1984) are available. The two remaining publications (Amsterdam 1969 and Brussels 1967) are nearing completion. Additionally, two Working Group publications have also been made available and we expect a number of other Working Group publications to follow shortly.

This project is financed through funding from ICOM Special Projects, Stichting ICOM-CC Fund and our own resources. A fuller report on this has been compiled for the 2020 ICOM Special Projects report and presented to SAREC on the 31 December 2020. Finances relating to this project are clearly delineated in [Section D](#) below.

9. ICOM-CC also participated in the IC Forum in 20th November 2020 organised by ICOM-ICEE and ICOM-LAC. The provided template was completed by our Directory Board team in Spanish and English providing information on our vision, mission and strategic plans. Former Directory Board member Johanna Thiele presented in Spanish the prepared presentation. The virtual event was attended by over 100 participants. This was an excellently organised event which provided a clear overview of c. 30 of the 32 International Committees. It allowed our committee and Directory Board members to concretely place ICOM-CC within the ICOM Family and link to other International Committees who have similar aims, goals and plans. The information presented at this event is included in [Supporting Document 05](#).

10. Our committee members have participated in webinars organised by ICOM. Specifically Anna Bülow (Working Group Coordinator Preventive Conservation) was one of the panelists invited to take part in the Webinar: Collections and Storage areas during COVID-19 (October 7th 2020) (<https://icom.museum/en/news/webinar-challenges-collections-storages/>).

This webinar proposed a reflection on the situation of the collections of several museums during the Covid-19 pandemic. Many museums were completely closed for several months, exposing their storage areas and collections to numerous risks. In the future, the shortage of human and financial resources for the maintenance of collections will be a challenge. It is in this context that the panel will be able to discuss: best practices in

collections preservation; access to collections in storage; and managing risks to collections. ICOM-CC welcomes collaboration in future similar events.

11. Directory Board members from the 2017-2020 triennium, Kristiane Straetkvern (Chair) and Achal Pandya (Vice Chair) were also asked to develop recommendations for the conservation of museum collections. These recommendations were posted to the ICOM Webpage in April 2020 - see link: <https://icom.museum/en/news/recommendations-for-the-conservation-of-museum-collections/>.

“The COVID-19 pandemic is impacting the museum sector in ways that we cannot yet fully predict, especially as far as the economic losses are concerned. Right now, however, forced closings and the absence of most of the staff can already have serious impacts on the conservation and safety of the collections. Without neglecting all the necessary measures to contain the spread of the disease, as well as those aimed at guaranteeing the safety of the population, museums cannot fail to fulfil their primary function of conserving the material and immaterial heritage of humanity. Cultural institutions around the world are already showing great resilience and creativity in communicating with their publics remotely. To further help them during these uncertain times we prepared, with the help of the ICOM International Committee for Conservation (ICOM-CC), a series of “pandemic guidelines” on how to deal with conservation during the emergency, putting employee safety first.” The site and guidelines have been useful to members and the conservation community in general.

12. EU Project: Blueprint - for sectoral cooperation on skills (Erasmus) (Starting in 2021)

A letter of support was provided to the EU Project Blueprint consortium, by Kristiane Straetkvern (Directory Board Chair 2017-2020) in February 2020. This project, entitled “CHARTER: Cultural heritage action to refine training, education and roles”, aims create a lasting, comprehensive sectoral skills strategy to ensure Europe has the necessary cultural heritage skills to support sustainable societies and economies. The project will use strategic collaboration and innovative methodologies to bridge the gaps between educational and occupational systems and employer needs, to reduce skills shortages, gaps and mismatches, and overcome the paucity of cultural heritage statistical data. The project’s 21 full members from 14 EU states are leading academic/training, employers and policy stakeholders in the European cultural heritage sector.

The project will collect strategic data on the five knowledge areas of the call to identify core and transversal competences, including digital, technological and green adaptation skills. It will research existing programmes, identify gaps and propose capacity-building models and mechanisms for formal education and training (using the EQF and EQAVET frameworks), non-formal and informal learning, and professional mobility. It will carry out regional pilots to test and validate these approaches. It will analyse sectoral dynamics and map stakeholders. It will propose occupational task descriptors for occupational and economic frameworks.

ICOM-CC is committed to offer to the Consortium the opportunity to provide expertise and to communicate and disseminate, among its international community of stakeholders, academics, researchers, cultural professionals, the projects’ results. For this purpose, the relevant information provided by the Consortium will be included in the outputs delivered by the Consortium as well as in the ICOM-CC communication tools. ICOM-CC is an associated partner in this EU Project, to see a list of full partners consult the following links:

<https://www.charterproject.eu/index.php/2017/08/05/next-level-theme/>

<https://www.ne-mo.org/news/article/nemo/nemo-part-of-securing-erasmus-funding-for-charter.html>

<http://www.ecco-eu.org/bbp-charter/>

iii) Could you outline a timeline of 2020 showing how they have been adapted?

.This item can be further elaborated through an additional attached document.

ICOM-CC continued to operate throughout 2020 as planned holding to the triennial cycle used to manage our committee. The committee Directory Board and Working Group Coordinators responded to the pandemic implementing necessary changes to planned activities as the world health situation became clearer throughout the year. Members were consulted in order to make informed decisions at relevant moments. Surveys were instigated to assess threats and risks to planned activities and additional virtual meetings were planned for our Directory Board members, our Working Group Coordinators and members to keep all parties up to date. Please see additional document for further details ([A_IKOM-CC Additional Document](#)).

1. 19th Triennial Conference:

Website: <https://www.icom-cc2020.org/>

Theme: Transcending Boundaries: Integrated Approaches to Conservation

The decision to postpone the 19th Triennial Conference to be hosted by the Chinese National Organising Committee (NOC) in Beijing in September 2020 was not taken lightly. The Triennial Conference is held over 5 days and consists of plenary sessions, Working Group programmes given in five parallel sessions, technical visits, and the ICOM-CC General Assembly. We had expected around 1000 international delegates to attend the meeting in Beijing, China at which circa 160 papers and 100 posters would be presented in our 21 Working Group sessions, along with two keynote speakers selected by the Chinese NOC and a plenary discussion panel focusing on Current Challenges in Conservation. The schedule was also to have included the ICOM-CC General Assembly and business meetings.

The organisation of the Triennial Conference begins some two years prior to the conference dates and involves multiple partners, including the NOC, an editorial team who coordinate the Preprint publications, local hosts and venues for the technical visits and conference sessions. Planning is jointly managed by the Chinese NOC and ICOM-CC Directory Board and facilitated by a Professional Conference Organisers (PCO). The PCO for the Beijing 19th Triennial Conference is K.I.T. (<https://www.kit-group.org/#home>), who are also used as consultants and will manage the registration and on-site organisation of the conference. These partners met regularly, and have continued to do so during the pandemic, to assess the ongoing developments and risks to holding the conference in relation to the spread of COVID-19 throughout 2020.

Monitoring the implications on health, travel, funding and timing, the ICOM-CC Directory Board (2017-2020), led by our Chair Kristiane Straetkvern and the Chinese NOC discussed the timing and feasibility of holding the conference as scheduled at various regularly held meetings in **early 2020**. A survey aiming to assess the risks associated with holding the conference on the planned dates was used to inform the conference organising team. Numerous emergency meetings were held between various parties, including the Directory Board and Working Group Coordinators, as well as the Chinese NOC and PCO. The decision to postpone the conference until May 2020 was made in **March 2020** at the scheduled fifth Directory Board meeting and communicated to all parties.

All parties, including members, authors, reviewers and editors of the Preprints volume, were informed of the delay. The dedicated conference website (<https://www.icom-cc2020.org/>) was updated with new information. Our members were informed via Eblasts and authors via direct email communication by our Managing Editor. Members were also informed by the 21 Working Group Coordinators. Furthermore, updates were provided and the new plans were clearly described in our **July 2020** edition of ICOM-CC Newsletter On Board (<http://www.icom-cc.org/54/document/on-board-vol-19-june-2020/?id=1705>). The conservation community valued the consideration and measured response in postponing the conference, and the decision to move to postpone the event was welcomed.

Planning for the in-person conference in September 2020 continued throughout the first half of 2020 and continued after the decision was made to postpone the event in March 2020. The selection of papers and posters for presentation at the conference was still ongoing and was completed by the second half of the year. This process is managed by a Selection Committee but also involves a double peer review process coordinated by the Managing Editor of the Preprints Publication. The Directory Board decided to continue as planned with this aspect of the conference preparations. The selection process was completed in **July 2020** on schedule, with 160 papers and 100 posters going through for presentation and preparations for publication. The publication would be prepared for distribution to delegates as planned but a new release date was established. This would be one month prior to the new proposed dates for the conference. Authors were informed regularly of all decisions.

Meetings between the ICOM-CC Directory Board and the NOC continued throughout the **summer and autumn of 2020**. In order to facilitate these meetings, and provide continuity, a core representative group from the 2017-2020 Directory Board were tasked with the continued negotiations when the ICOM-CC Directory Board changed, as planned, in September 2020 at the end of the triennium (2017-2020). The ICOM-CC representatives from the outgoing Directory Board were Kristiane Straetkvern (Chair), Achal Pandya (Vice Chair), Johanne Theile and Nora Kennedy (members). Nora Kennedy acted as link between the outgoing and incoming Directory Boards as she is currently serving as Vice Chair on the 2020-2023 Directory Board. She reports directly to the standing Chair, Kate Seymour.

Throughout this period, all parties still considered that the conference, though delayed, would be held in-person with delegates traveling to Beijing in May 2021. However, as the year progressed, it became clear that the regional responses to combat this global health risk would not be sufficient to allow for travel of international delegates to

Beijing in May 2021. A decision to move to a fully virtual conference was made in early **December 2020**. It will be held between the 17-19 May 2021. Again all parties were informed of this decision using all communication channels as described above, and most importantly the conference website received updated information with new registration fees and programme guidelines being posted. An overview of the new format is provided in [Supporting Document 01](#).

Plans to convert the format of the conference to a fully virtual meeting without compromising on content or quality are ongoing. Meetings will be held throughout **early 2021** to ensure that the conference remains a pinnacle of achievement of the conservation community and fully represents the breadth of the Chinese museum sector. The PCO (K.I.T.) have developed experience in hosting virtual events and will be key partners in the planning and execution of the conference. Again the membership and conservation community at large welcomed the move to a fully virtual conference, although regret that the conference will not take place as an in-person event in Beijing has been expressed.

The Preprint publication of papers and poster abstracts will be available to registered delegates two weeks prior to the conference (from 1 May 2021) and posted on the ICOM-CC Publications Online Platform by the end of 2021. Authors of the 160 papers will be invited to pre-record their presentations. The video presentations will be scheduled during the three days allocated to the conference in May 2021, but can be accessed by delegates for up to 30 days after release. We are currently discussing how to archive these presentations and make them available long-term to the conservation community. Authors will be invited to live Q&A sessions managed by our Working Group Coordinators.

In 2019, ICOM-CC applied for and was given funding through the Getty International Program that would allow 31 museum professionals to attend the Beijing 19th Triennial Conference, originally planned for September 2020. These funds will be held and earmarked to cover registrations and other costs for the revised conference in May 2021. Specific mention of these funds is given below accounting for their expenditure in [Section D](#).

Unused funds provided by ICOM in 2020, for Young Members subsidy, will be used to secure registrations to the May 2021 Triennial Conference for ICOM Young members active in our committee. At present this will amount to 12 recipients. Further ICOM Young Member delegates may be added based on any additional Young Member subsidy allocated to the Committee for 2021. Sessions for young members and Getty grant recipients will be programmed in the conference schedule. Their attendance at the live Q&A sessions of the Conference presentations will be encouraged.

Furthermore, our Chinese hosts plan to pre-record tours of exhibitions, conservation studios and museums throughout China and make these available to delegates as technical tours during the May 2021 Triennial Conference. These will highlight the excellent work of our Chinese colleagues and provide more insight into their approaches and methodologies for conservation and collection care than would be possible with a live conference in Beijing as institutions outside the conference venue can be showcased. Again legacy issues will be considered with this product of the conference.

The revised programme schedule maintains the opening ceremony and two keynote speakers selected by the Chinese NOC as well as the planned panel discussion on the Current Challenges of Conservation - we envision that the effect to the conservation community and museum sector as a result of the pandemic will be top-of-the-list discussion points. The timing of the conference activities will be scheduled to suit our Chinese hosts, but will take into consideration the time-zone spread of the expected global delegates.

The delayed ICOM-CC General Assembly/Meeting will be held over the two subsequent days of the 19th Triennial Conference. Reports from the outgoing Chair (2017-2020) and Treasurer will be made and Working Group planning sessions, open to all ICOM-CC members, will be held. We will use this time also to schedule dedicated sessions for activities directed at our young members and Getty grant recipients.

This will be the first ever fully virtual ICOM-CC Triennial Conference and General Assembly. While the committee intends to maintain the tradition of in-person meetings in the future, the experience of hosting and organising a virtual event will be used and considered for future meetings. It is disappointing for all parties, our committee members and host partners, that the meeting will not take place in Beijing, but we do hope that the virtual event will be attractive to a wider audience, be more inclusive and more accessible to our global distribution of members. We, therefore, anticipate a higher registration for this event than originally foreseen. We also envision that the legacy of this conference will be long lasting.

Duration (from/to): Triennial Conference presentation sessions 17-19 May 2021; ICOM-CC General Assembly/Meeting 20-21 May 2021.

Location(s): Virtual events hosted online. Platform to be decided.

Host and Partner Institution(s): Chinese National Organising Committee, including the Chinese Museums Association;

and PCO K.I.T.

Cooperation with (an)other ICOM Committee(s) or organisation(s):

Number of participant(s) (ICOM and Non-ICOM) and contributors: c.1000+ participants*, including Directory Board members and Working Group Coordinators, c. 31 Getty International Programme Recipients and 12 young member grants; 2 keynote speakers; 162 oral presentations; 100 posters

* Traditionally the ICOM-CC Triennial Conference attracts between 700-1000 delegates. We anticipate in excess of the upper limit for the 19th Triennial Conference due to the new virtual format.

Represented countries: the conference will be open to our full membership - we expect around 70+ countries to be present

Activity Language(s): English and Chinese

2. Directory Board and Working Group Coordinators Meetings 2020

The ICOM-CC Directory Board traditionally meets in-person every six months throughout the triennium at a venue hosted by one of the Directory Board members or at the future venue of the next Triennial Conference. These meetings are supplemented, as needed, by regular conference calls. Furthermore, the Directory Board meet annually with the Working Group Coordinators using the opportunity of all being present at the Triennial Conference and additionally in the middle year of the triennium at ICOM Headquarters in Paris. Communications between the Directory Board and Working Groups are facilitated through the Directory Board - Working Group Coordinator Liaison officer (Kate Seymour (2017-2020) and subsequently Claudia Chemello (2020-2023)), who regularly provides updates from the Directory Board to the Coordinators, and requests feedback from the Coordinators to provide to the Directory Board. The committee is accustomed to function remotely and was thus prepared for adaptation to the pandemic. Communications between the various components of our managerial team could be maintained and continued using standard methods already in practice, and supplemented through the use of video conferencing platforms.

The committee has used the Zoom platform since mid-2019 to host regular conference calls between Directory Board members, having tested and evaluated several other options. Early in 2020, it became clear that this would be the *modus operandi* for the foreseeable future. Plans to hold the scheduled fifth in-person Directory Board meeting in **March 2020** were cancelled last minute as lockdowns throughout the globe were enforced. The dates for this meeting were maintained and a three day virtual meeting using the Zoom platform was organised.

Throughout the **summer / autumn period** the respective Directory Boards also organised meetings with the Working Group Coordinator groups (outgoing and incoming) to conclude and initiate the triennium turnover. Additional virtual gatherings have also been organised by individual Working Groups for their members throughout the **latter part of 2020**. Notification of all of these meetings are sent out in due course via the in-house emailing function on the website to members who hold an ICOM-CC web account. See [Supporting Document 03](#) for a full list of these additional virtual meetings.

The dates for the Directory Board meeting concluding the triennium, planned for **September 2020**, were also maintained and again took place using the Zoom virtual meeting platform. Similarly, the hand-over meeting between the outgoing and incoming Directory Boards, and convening meeting of the new Directory Board, were conducted in **September 2020** using the Zoom platform. These short meetings in September with the new incoming Directory Board and Coordinator group aimed to provide sufficient information to ensure the smooth running of the committee. The session provided the team with an introduction to and understanding of how ICOM works in general and informed them of policies and processes within the organisation. In addition, the Coordinators were introduced to the ICOM-CC Handbook for Coordinators (edition 2020) (<http://www.icom-cc.org/54/document/icom-cc-working-group-handbook--october-2020/?id=1737>), a guideline that should help them in the organisation of their activities for their Working Groups. After the meeting, the participants expressed their satisfaction with the content and the discussions and felt that they would be better fit to fulfil their roles within ICOM-CC during the triennium.

Each of our 21 Working Groups may nominate up to 6 Assistant Coordinators. We have between 100 and 120 Assistant Coordinators each triennia. The Assistant Coordinators are sourced from our global membership and represent roughly 30 countries. While Europe and North America are well represented, we are trying to improve representation in other regions such as South America, Africa and Asia. We see some improvement and an increased diversity here.

Assistant Coordinators are approved for the full three year period and are key in aiding Working Group Coordinators in carrying out activities including interim meetings, selecting contributions for the Triennial Conference, compiling newsletters, and social media communications. Each Working Group Coordinator meets regularly with their Assistant

Coordinators to develop the Triennial Programme for the Working Group which is approved by the Directory Board (January 2021) and to implement this programme. These meetings continued and were intensified during the pandemic.

ICOM-CC has strived to maintain our operating timeline regardless of the influence of the pandemic. This has for the most part been successful, although additional meetings have been scheduled as needed. The workload to all Directory Board members, Working Group Coordinators and ICOM-CC secretariat has increased and the in-kind contributions in terms of hours donated to ICOM and ICOM-CC should be acknowledged and valued.

A overview of the ICOM-CC triennium and our activities and responsibilities is included in [Supporting Document 06](#).

Duration (from/to): Directory Board meetings are traditionally held in-person every 6 months, supplemented by video conference calls. In response to COVID-19 the Directory Board met almost monthly in 2020. Working Group Coordinator meetings were held as scheduled, but supplemented by additional emergency response meetings when necessary. The triennium ended/began in September 2020.

Location(s): all meetings were held virtually

Host and Partner Institution(s): (Zoom accounts from home institutions of the Chairs, Kristiane Straetkvern and Kate Seymour were utilised). National Museum of Denmark and University of Amsterdam.

Cooperation with (an)other ICOM Committee(s) or organisation(s):

Number of participant(s) (ICOM and Non-ICOM) and contributors: 2017-2020: Directory Board 8 members & Working Group Coordinators 21; 2020-2023: Directory Board 8 members & Working Group Coordinators 20; ICOM-CC Secretariat*

* Full lists of Directory Board members and Working Group Coordinators and their countries of membership are provided in [Supplementary Document 04](#). Assistant Coordinators are not included.

Represented countries: 17 (Brazil, Chile, China, Denmark, Finland, France, Germany, India, Japan, Kenya, New Zealand, Norway, Portugal, Sweden, The Netherlands, UK, USA)

Activity Language(s): English

3. Working Group Interim Meetings 2020

ICOM-CC Working Groups often organise small meetings, workshops, seminars or round tables focusing on current and significant topics as dictated by membership. Plans are approved on a triennial basis by the ICOM-CC Directory Board and updated regularly. These Interim Meetings are often hosted by supporting partner organisations, typically but not exclusive to, the 'home' institution of the Working Group Coordinators. This presents a direct and invaluable in-kind support of ICOM-CC, and ICOM, as hosts often generously grant free access to venues and allocate time for staff to organise such events. All Working Groups report on these activities in an annual report to the ICOM-CC Directory Board.

In 2020, one such Interim Meeting was organised jointly between two of the ICOM-CC Working Groups: Paintings and Theory, History, and Ethics in Conservation. A call for contributions was issued in late 2019 URL: <http://www.icom-cc.org/54/document/call-for-papers--joint-interim-meeting-icom-cc-paintings-working-group-and-theory-history-and-ethics-of-conservation-working-group/?id=1651>. A report of this meeting is included in this Annual Report as [Supporting Document 02](#).

Duration (from/to): 6 to 7 February 2020.

Location(s): New University of Lisbon, in the Caparica campus

Host and Partner Institution(s): New University of Lisbon, in the Caparica campus

Cooperation with (an)other ICOM Committee(s) or organisation(s):

Number of participant(s) (ICOM and Non-ICOM) and contributors: 50 participants; 20 presentations; 3 posters

Represented countries: 12 (Austria, Brazil, Denmark, Finland, France, India, Italy, The Netherlands, Portugal, Scotland, United Kingdom, USA,)

Activity Language(s): English

Theme: The focus was on the history of paintings conservation. The aim of the meeting was to explore the ways in which the culture of paintings conservation has changed throughout the years, and how it continues to evolve in light of recent theoretical advances and social shifts. It focused on various aspects of conservation practice, starting with how we get to know the artworks we conserve, and how our ways of seeing them are influenced by both the context of their creation and the contexts and conditions in which conservators operate. The meeting brought together people working in different fields to discuss theory and ethics in conservation, providing a series of specialised panels, a

roundtable on the topic of theory and practice, and visits to the laboratory spaces at NOVA University of Lisbon. This Interim Meeting was highly interesting and various points of view were exchanged. Between 40 and 50 participants attended a keynote address by Leslie Carlyle, as well as 20 presentations of full papers and 3 presentation of posters over the two days. The joint Interim Meeting furthered the bond between the overarching Theory, History, and Ethics in Conservation Working Group and the specialty group on Paintings Conservation.

iv) If your IC was unable to adapt a particular planned activity, why was it?

ICOM-CC's activities were maintained in 2020 with the exception of the postponed 19th Triennial Conference. Our Publications Online Platform Special Project and our project to develop a new website continued. Planned Working Group activities were carried out before lockdown in Europe took effect. However, communications between different parties within the committee intensified and changed according to the adaptations required due to the pandemic. In-person meetings between Directory Board members were cancelled and changed to a virtual format using a video conferencing platform. Additional meetings were instigated as required according to topic and need. Participants were invited to these meetings as appropriate.

v) How did your IC's members react to your adapted activities?

The institutional Zoom accounts provided by the Directory Board Chairs (National Museum of Denmark and University of Amsterdam) were used to host meetings. The Zoom platform provided a safe and visual means to hosting meetings for these small groups of up to c. 30-35 participants. Links to the meetings were sent directly to invited participants. We have yet to use the recording function provided on the platform, partially because of the need to establish privacy recommendations and partly due to finding a repository for such recordings (our new website and proposed YouTube Channel may be adapted to have such capacity).

The platform and meeting format cannot replace, however, in-person communication and social engagement. It does however provide an increased inclusivity as travel costs have been eliminated, which is not only a sustainable option, but also necessary as our members travel allowances have been effected by reductions in funding due to the pandemic.

The committee has learnt much from arranging such meetings, and from those organised by ICOM and other similar institutions. We intend to maintain these virtual gatherings, balancing regularity with workload, but will not abandon future in-person meetings when feasible. It would benefit the committee if a dedicated account were made available for this purpose.

B) New activities undertaken

Guidelines:

SAREC will assess as well if the IC developed new, not foreseen activities, within or without the network, tailored to the ongoing health context, and in particular regarding to the COVID-19 resilience of museums. The new activities undertaken, related or not to the pandemic, can take the form, among others, of:

Conference(s), workshop(s) and trainings¹, that are open forums for members to learn from each other and to discuss up-to-date topics in the committee's expertise. The activity report should describe the purpose, programme and outcome of the activities. SAREC will analyse the number of activities which a committee organises, their scope, the level of interest in the topic and the number of participants and contributors.

Research, which refers to the process by which information is discovered and knowledge advanced. Research requires the systematic gathering of evidence including surveys and evaluation, testing hypotheses and drawing conclusions. Expertise is knowledge or skill in a given field. The communication of knowledge and skill is critical to the value and use of expertise, and can include any public contribution which demonstrates the competence of the committee. The report should describe the research activities of the committee, not those of individual committee members.

i) What new, not foreseen activities did your IC develop within or without the network, tailored to the ongoing sanitary context, in spite of the manifold sanitary restrictions?

Our full committee leadership, from Directory Board to Coordinators, have made use of video conferencing platforms to ensure the continued smooth running of the committee. This year sees the end of the triennium period for ICOM-CC. New Coordinators of our 21 Working Group are tasked with designing programmes of interest, projects and activities for the next three year period. Starting in September 2020, many of the incoming Coordinators canvassed membership via polls and surveys to obtain feedback and input on topics of focus. Additional virtual meetings were organised by some of the Working Group open to all members. Response was positive and many welcomed the intension to hold future virtual events. These events are perceived as more inclusive as travel costs are remitted but the lack of personal social contact, and the inability of video conference platforms to substitute this, has been noted. Feedback also suggests that a certain 'Zoom fatigue' can set in as workloads increase and virtual meetings are often scheduled beyond the working day. The difficulty of scheduling to accommodate a global audience has also been mentioned.

All in all, membership feedback has been positive, constructive and appreciative. New possibilities are being explored and tailored to the new circumstances imposed by the pandemic. ICOM-CC seems to have fared well during the pandemic although many members have reported loss of income, projects and facilities as a direct result of the restrictions imposed.

ii) What activities have your IC come up with that regard specifically to the early COVID-19 resilience of your network's museums?

In the latter part of 2020, ICOM-CC participated in the development of two applications for ICOM Solidarity Special Projects for 2021. Applications were delivered to ICOM Special Projects according to the deadline of 13th December 2020.

1. ICOM-CC Facilitating Conservation Risk Assessment Workshops

Partner requests: INTERCOM; ICTOP; ICMS; DRMC

ICOM-CC Lead: Stephanie de Roemer (ICOM-CC Directory Board member) & Kate Seymour (ICOM-CC Directory Board Chair)

The Committee for Conservation (CC) will collaborate with DRMC, ICMS, ICTOP and INTERCOM to train museum professionals in Conservation Risk Assessment (CRA) through facilitated workshops producing a blueprint adapted to individual circumstances, environment and conditions.

CRA workshops nurture cross disciplinary and dynamic collaboration towards practices of preparedness, prevention and action as a response to the immediate and long-term challenges museums and their communities face.

CRA is a systematic practical mechanism and tool developed from preventive conservation used to inform and implement best practice in the management and allocation of available resources facilitating access to and protection of museum collections. This viable and valuable tool is used to assess risks to collections and manage the effect of these avoiding and minimising future deterioration or loss.

CRA raises awareness of the agents of deterioration that can affect museum artefacts and their associated risks, the severity and nature of these risks, the potential of occurrence, as well as short and long-term implications for collection management. CRA highlights the need and nature of actions and resources required for risk mitigation towards the safe keeping and maintenance of collections. These essential understandings form the basis of Collection Care.

CRA is a collaborative exercise of informed decision-making and pragmatic problem-solving. It provides opportunity for participation and engagement with conservation by the whole museum community. CRA is a dynamic practice that responds to risks, challenges and uncertainty in an informed pragmatic manner and within available resources.

CRA can be easily implemented in a stepwise manner by trained professionals. Although often included in academic programmes, implementation is sporadic. Global guidelines for CRA are not accessible to a wide audience, and lack specific advice on how to act during pandemics. Programmes focusing on 'how to' train professionals to discharge CRAs are rare.

Workshop facilitation is the modus operandi for the training of CRA. This unobtrusive, structured approach provides opportunity for engagement and participation as key elements to learning and collaboration in working out pragmatic solutions towards a common goal. We envision a series of workshops to 'train the trainer' spread over 2021 reviewed and documented creating a blueprint for future use.

2. ICOM COSTUME: Face Masks

Partner requests: COMCOL; ICEE; ICOM-CC

ICOM-CC Lead: Kate Seymour (ICOM-CC Directory Board Chair), Sarah Benson (Textiles Working Group) & Anna Lagana (Modern Materials and Contemporary Art Working Group)

ICOM-CC, The ICOM Committee for Conservation, will support and participate in the ICOM COSTUME Solidarity Project 2021 entitled "Clothing the Pandemic: Bringing Repository and Collection online. Resiliency, Community, Unity: Creating Networks Through an Online COVID-19 Face mask Exhibition". This research and digital exhibition project aims to document and contextualise the use of face masks during the coronavirus pandemic of 2020-2021. Facemasks have become the iconic object and symbol of the pandemic representing humanity's resilience, community and unity during this global tragedy. The project will connect international museums and curators working on this topic, and connect their collections virtually to a global public.

The ICOM Costume Committee is spearheading this initiative and seeks to highlight and bring together these varied international efforts to document this moment in time through a joint virtual repository as a virtual exhibition and an international conference. This aim is realised by bringing together the following international and national ICOM committees to create a virtual exhibition of all aspects of the art, practice and culture of face masks during the COVID-19 pandemic: Costume, COMCOL, ICEE, ICOM-CC, National Committee and ICOM Canada.

ICOM-CC will collaborate as an associate partner in this project. Through at least two of our 21 Working Groups, our Committee will provide expertise which will be used to further the goals of the project. Specialists from our Textile Working Group and Modern Materials and Contemporary Art Working Group will contribute to the free online workshop bringing their professional know-how of collection and storage, material manufacturing processes and identification and conservation issues. Contributions will also be made to the online conference and online resources to assist others to make collections of their own and provide guidelines for the safe storage and preservation of these new expressions of cultural heritage.

The committee spent time in late 2020 preparing for these project applications. Both projects will be considered by SAREC and the committee will be informed of the decision in January 2021. Further details for both projects will be developed and formalised in early 2021 if green lit.

C) Communication

Guidelines

SAREC will also evaluate how an IC kept in contact with its members during the pandemic; if the method of communication with the members changed; how their websites and social media evolved.

Website, Social Media, Newsletters: SAREC will examine how a committee communicates with its members and the public, the size of the audience, user friendliness, design and relevant, up-to-date information. New ways of communicating within the network, developed as a response to the pandemic, will be highly appreciated.

Publication(s): Printed or digital publications are lasting evidence of the committee's and ICOM's activities and scholarly contributions to a committee's specialism. The activity report should list all publications, their subject matter, the languages that they are available in, if there is a digital version, the ISBN identifier(s), sales figures, and the number of pages or page views. Each publication should clearly show that the committee belongs to the ICOM network by using the ICOM logos and graphic chart.

i) **Website address** : <http://www.icom-cc.org/> (main); <https://www.icom-cc-publications-online.org/> (publications); and <https://www.icom-cc2020.org/> (19th Triennial Conference, May 2021)

ii) How did your IC keep in contact with the members during the pandemic?

ICOM-CC encourages regular communication with our members, managed through their elected interest groups (our 21 Working Groups). In addition to communicating via Newsletters, social media platforms and direct mailing, the committee continued normal means to communicate with members. This included the biannual Newsletter On Board, written and developed by Directory Board members, and Eblasts which are sent to all members via our central MailChimp mailing list. Information is updated to the website regularly and pertinent

documents can also be downloaded from links provided on the website. Our membership also can join up to 21 Working Groups via registration through each Working Groups' home page on the ICOM-CC website.

Coordinators of these groups regularly communicate with members via emails issued through the internal email function on the website which links to private email lists of registered members who have a web account. Furthermore, many of the Working Group produce an annual Newsletter that is also distributed via a document download link on the website. Additionally, some of the Working Group have active social media pages and can communicate with a wider audience through posts that also link back to their Working Group page on the website. This year we have seen an increased use of video conferencing platforms and our Working Group Coordinators have taken advantage of this trend. Many have held meetings with their members to discuss projects and plan for future events.

Direct communication with all ICOM-CC members complies with GDPR regulations. All email addresses and contact information is kept private. ICOM-CC uses guidelines provided by ICOM to instruct social media page administrators and moderators in how to conduct posts and manage social media pages. Clear guidelines on communication are also provided in our Working Group Coordinator Handbook.

iii) Did the method of communication with the members change?

Yes

iv) Have your network's websites and online contents been further developed as a result of the pandemic?

ICOM-CC is developing a new website to replace the existing one, which is now around 15 years old and is out-dated. Much of the functionality and back office of the current website is dysfunctional and inhibits use. The new website will be launched in early 2021 and will keep the existing domain. Content is in the process of being migrated and will also be archived accordingly. This project is being self financed through support of the Stichting ICOM-CC Fund. A financial review of the project is also included in a [section D](#).

v) In which social media are you active?

Please provide possible information on your social media activities

ICOM-CC has a Facebook page, as does 13 of our 21 Working Groups.

The ICOM-CC Facebook page : URL: <https://www.facebook.com/ICOMCC/> was launched in November 2017. 3656 followers, 2298 likes. Moderator is Stephanie de Roemer (Directory Board Vice Chair).

Thirteen of the twenty-one ICOM-CC Working Groups now have a presence on this social media platform. Three of the Working Groups also use LinkedIn pages as an alternative or supplementary to Facebook. The moderators are either Working Group Coordinators or Assistant Working Group Coordinators. A full list of the ICOM-CC Working Group social media pages is given in [Supporting Document 07](#).

Working Group Coordinators may choose to set-up social media pages for their Working Group but this is not compulsory. We encourage pages rather than groups in order not to confuse Facebook Group membership with ICOM membership. All pages (or groups) have disclaimers and links back to the ICOM-CC website.

Content and activity varies; most pages hold communications of Working Group relevant events, news, conferences, publications, shares from other ICOM and other ICOM-committees, other conservation organisations, such as AIC, ICCROM, IIC, ICON; all kept as international as possible. The moderators are encouraged to stay clear of political pieces, opinions, etc. Guidelines are provided to all moderators.

Coordinators report that membership of most groups/likes/followers is slowly but steadily increasing. The geographic distribution is vast and posts in other languages than English occur. Some Coordinators report many contributions from Spain, Portugal, Italy, India; professional groups who tend to be silent in predominantly English speaking conferences. The platform allows more work, expertise research and discussions to be shared. Also, the professional background of members may also be diverse and encompass individuals not necessarily involved with conservation.

While sharing posts from third parties is allowed, all ICOM-CC content posted on social media must relate back to content on the ICOM-CC website. Guidelines for setting up and use of Facebook have been compiled by

Renata Peters, Directory Board Vice Chair 2017-2020. These are distributed to all Working Group Coordinators. The ICOM-CC logo is prominent on each page. There is also a consistency in the naming of the Working Group pages and each page has a link back to the ICOM-CC website.

vi) Newsletter

yes

Newsletters

ICOM-CC produces different types of Newsletters. Following the Directory Board meetings, the Directory Board distributes the Newsletter On Board to the entire membership twice per year. Additionally, the Working Groups are all encouraged to produce at least one newsletter per year. Since new publication guidelines were launched by ICOM the summer 2018, ICOM-CC has applied for ISSN number for all Newsletters being produced by the Committee. Some Working Groups already have ISSN numbers for their newsletters obtained a few years ago, while others will be supplied with ISSN numbers from ICOM via the ICOM-CC Secretariat. All newsletters are published in English. A full list of Newsletters published in 2020 is given in [Supporting Document 08](#).

vii) Publication(s)

yes

ICOM-CC endeavours to use our website facilities to publish product from our activities. Publications are either accessible via downloads from our main website, often via the individual Working Group home pages, or via our dedicated Publications Online Platform.

The internally used Working Group Coordinator Handbook was revised in 2020 and the new edition is available as a download. This Handbook provides guidance to our Coordinators describing the roles and responsibilities, tasks and timelines and provides tips and method for the efficient working of their Working Group and its activities. The Handbook is updated regularly (on average every 6 months) and undergoes a major revision each triennia.

The Publications Online Platform was launched in 2017 and now hosts 16 of the 18 past Triennial Conference Preprints. The ultimate two volumes will be uploaded in the near future. The platform has capacity for future publications and the 19th Triennial Conference Preprints will be distributed via this portal by the end of 2021. The platform has recently been expanded to include past product from our Working Group interim meetings. Two publications are now available under the Working Group Publication tab. We envision a further 10-15 volumes becoming available by the end of 2021.

A full list of Publications disseminated in 2020 is given in [Supporting Document 09](#).

ICOM Headquarters is notified of all publications, including Newsletters, so that details can be included in the central publications database.

D) Budget

Guidelines:

SAREC will evaluate how the pandemic affected an IC's budget and how unused 2020 funding (i.e., cancelled activities) is planned to be used, or if it was used for a different purpose. In particular, SAREC will evaluate how your IC plans to use 2020 young, emerging members travel grants, in their benefit.

- **Grants programme:** Grants provide professional development opportunities for younger international colleagues. Nevertheless, grants have been of little use in 2020, taking into account the lockdowns and travel restrictions. SAREC will examine what use is given to these funds.
- **Financial Management:** The finances of the committee should be managed properly and transparently. Each committee is responsible to its members and to ICOM to ensure that its financial management is both correct and comprehensible. The allocated funds should not be held in reserve for a long period unless they are designated for a

specific long-term purpose. SAREC will review all expenses in relation to the funds that were allocated by ICOM or other funding bodies.

i) How did the pandemic affect your budget?

The financial report provided according to requested guidelines is submitted as **Financial Report**. ICOM-CC bank transactions are included in an excel spreadsheet **Supporting Document 10**. The total amount held in the ICOM-CC bank account on the 31 December 2020 is € 80,285.74. As described in the narrative, € 64,826.11 (61,949.11+2115+762) is earmarked for specific projects. The financial report provided as a spreadsheet indicates for which projects these should be off-set and which projects were effected by the pandemic. This document also provides a projection of expenditure for 2021.

A financial narrative of the following projects is given below, included in appropriate section according to the questions asked. This has been compiled, checked and approved by both outgoing ICOM-CC Treasurer Tannar Ruben and incoming ICOM-CC Treasurer Reiko Sakaki. The report has been written by incoming ICOM-CC Chair Kate Seymour and approved by the ICOM-CC Treasurer Reiko Sakaki.

Individual financial reports are provided on the following projects and also provided as a separate document **Supporting Document 11**:

- General Maintenance;
- ICOM Special Project - Publications Online Platform
- ICOM-CC New Website
- ICOM-CC / Getty Foundation Grant / Beijing 19th Triennial Conference
- ICOM Young Member travel grant

Annual Subsidy

An annual subsidy was granted by ICOM SAREC for 2020 amounting to € 17,763. Additionally a grant for Young Members was transferred to the amount of € 1,200. All invoices are accounted for and included per project in folders submitted with this report. They are available in a dedicated Dropbox and can be accessed via this link: <https://www.dropbox.com/sh/vdkcwb3kq9qbiug/AAACvOwCFg1CNp-IHMnrnkXda?dl=0> Additional folders hold monthly bank account and credit card statements. Credit Card statements are also included in a separate folder.

Certain projects have been funded independently via the Stichting ICOM-CC Fund and the Getty Foundation. Where relevant, these independent sources of income are mentioned in the financial report spreadsheet. An excel document showing the itemised bank transactions is also included as **Supporting Document 10**. The ICOM-CC bank account details are given in **Supporting Document 12**.

General Maintenance

ICOM-CC's general maintenance costs continued in 2020 regardless of the pandemic. These costs include

- Bank charges and credit card fee
- MailChimp (monthly x11)
- Google Gsuite (monthly x12)
- Domain hosting
- Secretariat

ICOM-CC incurs bank fees, commission and credit card fees that are deducted directly from the account. In addition to the monthly charge, transaction fees that are directly related to the currency are charged. These appear in the monthly statements and are included in the financial report. (Note I have not included these in the individual overview of the general costs in the table below).

ICOM-CC maintains a MailChimp account in order to effectively communicate with all members who hold an ICOM-CC web account. These costs of € 411.92 per annum are paid from the ICOM-CC general account via the ICOM-CC credit card monthly. These costs were not affected by the pandemic. Monthly invoices are included.

ICOM-CC maintains a Google Gsuite account which is used for the general email address of the secretariat and chair. These costs of € 187.20 per annum are paid from the ICOM-CC general account via the ICOM-CC credit card monthly. These costs were not affected by the pandemic. Monthly invoices are included.

The ICOM-CC Secretary receives an honorarium of € 1,000 per calendar month. Services are invoiced and paid by direct transfer from the ICOM-CC general account monthly. Services to the committee are carried out by the Secretary and are described in an agreement. The Secretary provides necessary support to maintain and continue the daily activities of the committee and also provides continuity between one Directory Board and the next. A vital role in the 2020 year as this is the switch between one Directory Board and the next. These costs were not affected by the pandemic. Monthly invoices are included.

Funds amounting to € 450.31 were allocated to pay for travel and accommodation costs incurred by the Secretary in February 2020 to attend both the fifth ICOM-CC Directory Board meeting (Maastricht) in March 2020 and the ICOM General Assembly in June 2020 (Paris). Both meetings were cancelled at the last moment and funds were reimbursed to the ICOM-CC account in May 2020. Invoices for costs incurred and reimbursements are included. (These expenses were reimbursed and thus do not appear in the table below).

The website domain for the postponed 19th Triennial Conference for the new dates of May 2021 was purchased from Domains made easy at a cost of \$ 34.01 (dollars) equivalent of € 31.07 euros using the ICOM-CC credit card (statement July 2020). The original domain for the conference in 2020 is maintained and re-newed at a cost of € 75.69 (statement September 2020). Invoices and email correspondence are included in dedicated folder. These costs were not affected by the pandemic. Invoices are included.

The Directory Board and Working Group Coordinator elections were held electronically using a survey function issued to all members with an active web account. The survey was issued by Arja van den Bergh (Dutch Chamber of Commerce: 60202076) and cost € 1,440. Invoice is included. These costs were not affected by the pandemic. Invoices are included.

Annual fixed costs	ICOM-CC general account
MailChimp	411.92
Google GSuite	187.2
Honorarium	12,000
Website domain 'TC' 2021*	106.76
Survey (Elections)	1,440
Total	14145.88
* funds originally charged in dollars	

Other payments that appear in the bank statements relate to specific projects and are reported below.

ii) Do you have projects for 2021 where unused 2020 funding are planed to be used? If yes, are these projects that have been planed for 2020, but that have been modified and adapted to the new situation?

Projects and Activities:

I. Publications Online Platform (Multi Year Project)

ICOM-CC received a grant from ICOM of € 2035 which was matched with funds amounting to € 2115 provided by the Stichting ICOM-CC Fund in 2020. A full account has been made to ICOM and SAREC of this grant (report delivered on the 31st December 2020).

Funds have been allocated to cover the following expenses in 2020: Preparation of Working Group Publications for the website; Adaptation of the platform to accommodate the Working Group publications; Hosting of the Publications Online Platform website; Renewal of Alpha SSL and Domain Name for the Publications Online Platform. Note that this project suffered delays due to the pandemic and the amount of € 2115 euros was not used in 2020. These funds will be earmarked for this same project in 2021 and used for preparation of Working Group publications for the platform. We expect these funds to be depleted by June 2021. These costs were affected by the pandemic. Invoices are included.

Project year	ICOM-CC general account	Stichting ICOM-CC Fund	ICOM Special Project	Total
2018	330	2115	0	2445
2019	360	2820.50	2999.80	6180
2020	0	2115	2035	4150
Totals	690	7050.50	5034.80	12,775

II. New Website Project

The ICOM-CC website is independent of the ICOM website and is currently hosted by Maarten van Gelder - Internetoplossingen (formerly OCCHIO) (Dutch Chamber of Commerce: 54662885). Hosting costs are incurred monthly amounting to an annual cost of € (180+217.80) 397.80. These domain names are kept for a number of years after the conclusion of the Triennial Conference as an archive of the event. Other costs mentioned in the invoice dated 17th February 2020 are included. These costs were not affected by the pandemic. Invoices are included.

The existing ICOM-CC website dates from 2008 and at more around 20 years old is antiquated, dysfunctional and obsolete. ICOM-CC has received funding from the Stichting ICOM-CC Fund to finance the development of a new website using the same name domaine in 2020. This project was begun late 2019 with a call for tender for website development. Bids were considered from two companies and carefully evaluated by the ICOM-CC Directory Board. In March 2020, at the fifth meeting of the 2017-2020 Directory Board, UseIT, Lisbon (Portugal) was selected to carryout the development of the website. The Directory Board Chair, Kristiane Straetkvern and Vice-Chair, Achal Pandya were the contact members of the Directory Board allocated to working with UseIT. Both reported back to the remainder of the Directory Board regularly on progress.

A new layout and increased functionalities will be provided by the website which will also maintain the functioning aspects of the obsolete site. The website is key to our communication strategy informing members of our activities and providing downloads of key documents and updates. It is also used by our Working Group Coordinators to communicate with members via the group email function, which protects our members privacy and complies with EU GDPR regulations. These aspects will be maintained. The content of the old website will be archived and any relevant content will be migrated to the new site. Invoices are provided to cover payments for migration of data. This project has suffered delays due to the pandemic which has caused the launch of the new website to be postponed until early 2021. We envision that the project will be completed by Spring 2021. Until this date the funds allocated to this project remaining from 2020, of € 762, will be held in escrow. Additional funds to cover the final invoice for this project will be provided by the Stichting ICOM-CC Fund in 2021. These costs were not affected by the pandemic. Invoices are included.

Project year	Income from Stichting ICOM-CC Fund	Expenses incurred / projected	Total
2020	9782	9020	762
Requested income for 2021	6390	6610	€ 762 (euros) will be held earmarked for this project in 2021. Requested funds will be adjusted according to costs incurred in 2021.
Total	16172		

III. Triennial Conference

The 19th Triennial Conference is financed by the Chinese National Organising Committee and is sub-contracted to a PCO (K.I.T.). This covers cost of the venue, management of the conference, publication, programme package, catering and incidentals. The NOC is responsible for revising this budget to accommodate the new virtual format of the conference. ICOM/ICOM-CC is not liable for this conference nor responsible for financial risks as these are borne by the third-party organisation.

Funds to cover the ICOM-CC Medals, an award issued at the Triennial Conference, were used in 2020. The Medals are issued on suggestions from our members to reward longstanding members on their excellent contributions to the conservation field and ICOM-CC. In March 2020 the Directory Board reviewed nominations and selected 3 names for this award. Costs incurred cover the design and manufacture of the physical medals and amount to € 1,165.84 (invoice on 8 July 2020) and € 1,388.87 (invoice on 13 July 2020). The medals will be awarded as planned at the postponed conference in May 2021. Invoice issued by Fibur Europ is included in the supporting folder.

ICOM-CC has received funds equivalent to € 75,000 from the Getty Foundation to support attendance of museum professionals from Category 3 & 4 Countries to the 19th Triennial Conference. These funds were received on 25 June 2019 and are held earmarked for specific purpose in the ICOM-CC account for expenditure in 2020. The funds were intended to cover registration fees, travel, accommodation and per diems for museum professionals from Category 3 and 4 Countries. Payments for some services relating to this grant were made to the PCO K.I.T. in the summer of 2020 in the amount of € 13,050.89. Due to the postponement of the conference, these funds will be reallocated to cover other services. Invoices are provided.

An extension for one year for the use of the grant funds was approved by Getty Foundation in April 2020 and the deadline is now November 2021. Thus, € 61,949.11 remains in the ICOM-CC account at end of year, 31 December 2020 and will be earmarked for payments in 2021. All payments are scheduled to be completed by November 2021.

Invoices are included and all payments are mentioned in the financial report.

Project year	Getty Foundation Grant	Funds earmarked for 2021	
2020	75,000		Funds allocated to support attendance of museum professionals at 19th Triennial Conference
Costs incurred in 2020	13,050.89	61,949.11	Payments made in 2020 to PCO: K.I.T.
Funds remaining in ICOM-CC General Account			61,949.11

IV. ICOM Young Member Grant

ICOM-CC was granted € 1,200 euros by ICOM for a Young Member travel grant in 2020. These funds were not used in 2020. ICOM-CC has proposed that these funds be allocated to cover 12 registration fees for the 19th Triennial Conference in May 2021. Registration fees have been revised for the new virtual format at a cost of CNY 800 or € 100 for ICOM members. (<https://www.icom-cc2020.org/conferenceregistration.aspx>)

We will select Young Members from our pool of Working Group Assistant Coordinators as well as active ICOM-CC members from Category 2, 3 and 4 Countries. The selection process for this is ongoing. Note that if provided for 2021, we will also use the ICOM Young member travel grant in the same manner.

iii) If still unused, how do you think to use 2020 young members travel grants?

These funds will be converted into registration fees for up to 12 young members for the May 2021 19th Triennial Conference.

Young members will be selected according regional preference of categories 2, 3 and 4.

Any additional funds for the Young Member travel grants in 2021 would be used to provide further registrations for young members.

E) Membership

Guidelines

Membership development can help the committee and ICOM to strengthen their network and impact. The growth in membership and the number of committee members who actively participate in the work of the committee illustrate a

committee's dynamism. SAREC will look at the increase or decrease in membership, geographical scope, and the performance of a committee in relation to how many members it has. In particular, SAREC will inquiry whether your IC implemented new institutional strategies to better attract young, emerging individual professional museum/ICOM members.

• **Collaboration with ICOM and other committees or organisations:** The collaboration of a committee with other committees or organisations will strengthen the museum network both within ICOM and in the wider museum sector. The report should describe projects with ICOM National Committees, International Committees, Regional Alliances, and/or other (museum) organisations. The report should also provide a list of partnerships and partners, as well as the range of the activities undertaken.

Have you implemented new institutional strategies to better attract young individual members?

Yes. In this year we have moved many of our meetings to virtual conference platforms. This reduces costs which makes our activities more inclusive, resilient and sustainable.

i) Number of Members in 2020

to be completed/reviewed by ICOM Secretariat

About 4000 plus members to be confirmed by the ICOM Secretariat

ii) Number of represented countries

About 90. Link to website: <http://www.icom-cc.org/49/about/icom-cc-worldwide-presence/>

iii) Increase/Decrease of Membership in %

To be completed/reviewed by ICOM Secretariat

Approximately 14% increase - There are about 550 new records so far as of December 2020. To be completed after full receipt of 2020 numbers.

iv) Did you provide additional financial support for young members?

Yes

F) Miscellaneous

i) Could you please mention what you consider your IC's three main strong points?

1. Inclusivity: ICOM-CC's membership is global and crosses many disciplines. Our network is growing yearly, and our ability to communicate and disseminate our ideas, methodology, practice and research needs to expand to be inclusive of culture, gender, station and age. ICOM-CC is adaptive to new modes of communication and has risen to the occasion during the pandemic, moving meetings and other activities to an online format. This has provided more access to members from emerging countries and young members who are on limited budgets. We hope to see a further increase in registrations for our upcoming Triennial Conference in May 2021.
2. Flexibility: We have shown over this past year that our Committee is flexible and resilient. We have an active membership who value our ability to shift gears and adapt our activities to suit the needs of our members and the current economic environment imposed by the current global pandemic.
3. Virtual meetings: our members have indicated at least one positive outcome of the pandemic. ICOM-CC has moved towards organising and hosting virtual meetings for our daily management as well as activities. This improves inclusivity, sustainability and reduces costs.

ii) Could you please mention what you consider your IC's three main weak points?

1. Membership: the method of joining ICOM via the National Committees means an extra step is required when recruiting members for International Committees. While this process is becoming more transparent, it remains challenging for some members.
2. Workload: ICOM-CC's management team are volunteers and have to balance professional responsibilities along with their commitment to ICOM and ICOM-CC. Our Committee tries to maintain this balance by clarifying tasks and

timelines but at times it is difficult. We also try to validate and reward active members for their service through recommendations and certificates.

3. Social Engagement: the shift towards virtual meetings negates personal contact and social engagement. In-person meetings should not be abandoned completely when travel restrictions are lifted as these provide feeding ground for future projects and activities. The loss of personal contact should not be considered lightly.

Uploads

Supporting Document 1: 01_ICOM-CC Supporting Document TC

Supporting Document 2: 02_ICOM-CC Supporting Document WG Meeting Review

Supporting Document 3: 03_ICOM-CC Supporting Document Virtual Meetings

Supporting Document 4: 04_ICOM-CC Supporting Document Directory Board Working Group Coordinator members

Supporting Document 5: 05_ICOM-CC Supporting Document IC Forum

Supporting Document 6: 06_ICOM-CC Supporting Document Timeline

Supporting Document 7: 07_ICOM-CC Supporting Document Social Media

Supporting Document 8: 08_ICOM-CC Supporting Document Newsletters

Supporting Document 9: 09_ICOM-CC Supporting Document Publications

Supporting Document 10: 10_Bank Transactions Sheet 2020 with info xls

Supporting Document 11: 11_Project financial reports

Supporting Document 12: 12_Account Details | HSBCnet.pdf

Supporting Document 13: ICOM-CC Additional Document A

Supporting Document 14: ICOM-CC Additional Document B

Supporting Document 15: ICOM-CC Additional Document C

Supporting Document 16: Full ICOM-CC 2020 Annual Report as Pdf

comments

ICOM-CC has been led admirably over the past triennium by our Chair Kristiane Straetkvern. The full and broad content of this annual report is a testament to her excellent leadership. She will be missed. A further thanks should be given to our previous Treasurer Tannar Ruuben, who provided comprehensive documents at the hand over moment in September 2020. This report has been compiled by the current Chair, Kate Seymour, and Treasurer, Reiko Sakaki, but without the guidance of those that came before it would not be as thorough or complete.

Note that the full report has been uploaded as a single PDF as supporting document 17. This includes all files named ICOM-CC Additional Document (A, B and C). Other supporting documents proved encapsulated additional information on a variety of topics. All documents, including invoices, can be accessed in the Dropbox: <https://www.dropbox.com/sh/vdkcwb3kq9qbiug/AAACvOwCFg1CNp-IHMnrnkXda?dl=0>