



Minutes of the General Assembly Meeting of October 26th, 2012 in London

1. Review and Acceptance of the Agenda

Winrich Meiszies opens the assembly of SIBMAS and explains the new procedure for this GA. The reports (see documents included) have been printed and will not be read, but there will be a question period later on. The agenda is approved unanimously.

2. Acceptance of the minutes of the General Assembly in Munich 2010

The minutes are approved unanimously.

3. Report by the President

Winrich Meiszies reminisces that in the beginning of his mandate as president, the planned conference venue for 2012 was unfortunately cancelled. The story turns out well thanks to Claire Hudson, the V&A and the hard-working team that offers us this conference.

The last two years he has focused on accompanying some members' projects, such as the one in Krakow, which all have heard of during the conference, and another in Tallin (EST). Winrich Meiszies has felt that some relationships could be developed more strongly with theatrical organizations. The 60th year anniversary of SIBMAS, in 2014, could be a moment to market more our association and develop closer links with performing arts companies.

Winrich Meiszies explains the situation of the Dusseldorf Museum, for which the position of director will be abolished, decision which he feels compelled to fight with all his energy.

Winrich Meiszies reminds all members that their support to the work of the ExCom and the organization itself is important; the organization is shaped by its members' contribution. That is also easily done by reacting to the different letters or messages from the ExCom and redeeming the annual fees without delays!

Winrich Meiszies thanks all for their presence in London.

4. Question period regarding the Reports *

There are no questions asked by the members.

5. SIBMAS conferences 2014 and 2016

The next conference (2014) will be held jointly with the Theatre Library Association (TLA) in New York City during the second week of June 2014.



6. Results of the election of new Executive Committee and Council members

Nicole Leclercq and Kristy Davis have compiled the voting ballots. Nicole Leclercq announces the results (by number of votes); the maximum amount of votes possible for each position is of 138.

EXECUTIVE COMMITTEE

| | |
|-----------------------|----------------------------|
| President / Président | Jan Van Goethem (B) 138 |
| 1st Vice-President/ | Alan Jones (UK) 129 |
| 2nd Vice-President/ | Susan Coles (USA) 132 |
| General Secretary/ | Sylvie François (CA) 135 |
| Treasurer/Trésorier | Véronique Meunier (FR) 135 |

EXCOM MEMBERS(4)

Nena Couch (USA) 132
Helena Iggander (SU) 135
Ramona Riedzewski (UK) 138
Agathe Sanjuan (FR)135

COUNCIL MEMBERS

Jannine Barrand (AUS) 128
Anne Blankenberg (D) 134
André Deridder (B) 131
Raphaèle Fleury (FR) 121
Knurd Arne Jürgensen (DK) 75
Alette Scavenius (DK) 121
Kirsten Simmo (EST)131
Delphine Pinassa (FR) 123

7. Any other business

The new president, Jan Van Goethem, thanks the sorting president and mentions that Winrich Meiszies has already set the table regarding issues for the coming years. Jan Van Goethem thanks Nicole Leclercq, Kristy Davis and Helen Baer for their work in producing the proceedings of Rome.

The E-Newsletter and web site committees will continue their work. This will allow us to review how we communicate with our members and think of what we can do to get the name and mission of SIBMAS more known out there. The next conference, in New York, will be a great adventure in working with TLA.

The meeting is adjourned at 1.30pm.

President

General Secretary



General Assembly 2012 – Executive Committee Reports

General Secretary Report

Over the last two years, efforts have been made towards communication tools. The electronic Bulletin was re-launched in 2011 with the hiring of a new editor, Stéphane Zummo, who took this mandate with much enthusiasm. The e-Bulletin allows SIBMAS to remain in close contact with its members while sharing news from their institutions, to publish our association's specific information (letter from the President, ads, biannual conference details) as well as short news on subjects of interest for SIBMAS.

Work is also on-going to redesign the SIBMAS website. Two tenders from specialized firms are being evaluated. We expect that the launching of the new Web site will occur next Spring. A gathering of current information on the collections held by SIBMAS members is underway since September. This will be populate the new directory that will be associated with the Web site.

A working committee has been created for the 2014 conference and has already held regular meetings during the last year, following a visit to the New York Performing Arts Library in 2011. This coming conference, a second collaboration with the American Theatre Library Association (TLA), is already rich in exchanges and discussions that will provide a strong theme and diversified content.

I take this opportunity to thank the members of Council and Executive Committee for their participation in the making and revision of the many documents.

Sylvie François

Members' Secretariat: Report

As you may recall, when Jan Van Goethem decided to leave his position as SIBMAS Treasurer and Membership Secretary at the Munich Conference in July 2010, the Executive Committee, in order to reduce the working load of these two combined positions, decided to appoint a Treasurer and a Membership Secretary. Véronique Meunier agreed to take over the treasury and I accepted the Membership Secretary position.

We all know that Jan Van Goethem did a remarkable job both in making the treasury clearer and in updating and correcting membership lists, and he left a very transparent situation with a rational and up-to-date database. Furthermore, he took the time to show me the ropes and answer all my questions about this new position. For all this, I thank him.

The position of Membership Secretary is closely linked to the role of Treasurer. Véronique Meunier and I have been able to work with a high level of communication for these last two years, and I thank her also.

What is the situation in terms of member numbers?



From 2009 to 2011 (I cannot provide the exact numbers for 2012 as it is not over yet), including “lost” members and new members, there is a slight increase in numbers.

To be more precise, here is a small table showing the progression in numbers:

| 2009 | | | 2010 | | | 2011 | | | 2012 Provis. | | |
|------------|--------|------|------------|--------|------|------------|--------|------|-----------------|--------|------|
| Instit. | Indiv. | Hon. | Instit. | Indiv. | Hon. | Instit. | Indiv. | Hon. | Instit. | Indiv. | Hon. |
| 145 | 32 | 12 | 157 | 32 | 11 | 160 | 33 | 11 | 162 | 38 | 10 |
| 189 | | | 200 | | | 204 | | | 210 | | |

In 2010, as is often the case in Conference years, we had the pleasure of welcoming 12 new members from Belgium (2), Germany (1), France (1), Japan (1) and the United Kingdom (7).

In 2011, nine new members joined SIBMAS from Switzerland (1), Spain (1), Italy (1), Portugal (1) and the United Kingdom (6).

As for 2012, so far, we have welcomed eight new members from Belgium (1), Switzerland (1), Denmark (1), Spain (1), France (2), the Netherlands (1) and the United Kingdom (1).

For this same period, we had to remove 26 members who were not answering our mail or not paying their membership fees.

The SIBMAS currently has 210 members, including 10 honorary members, 38 individual members and 162 institutional members. The United Kingdom has the most members by far (about a third of the total), followed by Belgium, Germany, France, Italy and the Netherlands.

The figures also show that new subscriptions are almost exclusively European and that, to enrich exchanges within our organization, it would be a good idea to reach out more widely to other continents. Indeed, the attached diagram shows quite categorically the predominance of European members over other continents.

Clearly, the current state of the website (undergoing restructuring thanks to Ramona Riedzwenski and her associates) does not facilitate the recruitment of new members and we can expect this problem to be resolved soon.

In addition, the TLA Conference project in the United States will enable us, we hope, to interest a larger number of Americans in our activities.

It is also up to each of us to strengthen the position of SIBMAS (particularly by contributing to and distributing the e-Bulletin—for which we are indebted to Stéphane Zummo) and to make our different work partners aware of it.

The more members we have all over the world, the more our exchanges and information will become enriched.

Nicole Leclercq



Report of the Treasurer

Summary of SIBMAS Account in 2011

€

| | | |
|---------------------------------|-----------|-----------------------------------|
| Bank situation 31 December 2011 | 24 306,59 | Situation banque 31 décembre 2011 |
| Bank situation 1 January /2011 | 17 907,33 | Situation banque 1er janvier 2011 |
| Cash 31. December 2011 | 25,00 | Liquidités 31 décembre 2011 |
| Cash 1. January 2011 | 0,00 | Liquidités 1er janvier 2011 |
| | | |
| Membership fees before 2011" | 1 790,00 | Cotisations avant 2011 |
| Membership fees 2011 | 3 015,76 | Cotisations 2011 |
| Other credits | 2 344,11 | Autres recettes |
| | | |
| Bank costs | 71,85 | Frais bancaires |
| Postal costs | 131,40 | Frais postaux |
| Enewsletter | 0,00 | Lettre électronique |
| Proceedings | 0,00 | Actes |
| Website | 270,73 | Site Web |
| Other depenses | 251,63 | Dépenses diverses |
| Leaflet | 0,00 | Brochure |
| Approved travel expenses | 0,00 | Dépenses voyages approuvées |

Comments on the 2011 banking situation:

Printing of the Glasgow 2008 conference proceedings, paid for by SIBMAS in 2010, was covered by the subsidies found and paid in 2010 and 2011 by Alan Jones and Claire Hudson (well done to them).

The reduced expenses generated a very positive financial balance and allowed the association to increase its credit by over EUR 6,000.

Situation du compte SIBMAS en 2012 (situation au 10.10.2012)

EUROS

| | | |
|--------------------------------|-----------|-----------------------------------|
| Bank situation 10 october 2012 | 24 050,01 | Situation banque 10 octobre 2012 |
| Bank situation 1 January /2012 | 24 306,59 | Situation banque 1er janvier 2012 |
| Cash 10 october 2012 | 25,00 | Liquidités 31 décembre 2012 |
| Cash 1. January 2012 | 25,00 | Liquidités 1er janvier 2012 |
| | | |
| Membership fees before 2012 | 2 055,00 | Cotisations avant 2012 |
| Membership fees 2012 | 2 952,00 | Cotisations 2012 |
| Other credits | - | Autres recettes |
| | | |
| Bank costs | 176,30 | Frais bancaires |
| Postal costs | 105,00 | Frais postaux |
| Enewsletter | 900,00 | Lettre électronique |
| Proceedings | 2 316,10 | Actes |
| Website | 364,12 | Site Web |
| Other depenses | 822,08 | Dépenses diverses |
| Leaflet | 0,00 | Brochure |
| Approved travel expenses | 499,98 | Dépenses voyages approuvées |
| Administrative help | 80,00 | Aide administrative |



Comments on the 2012 banking situation:

Compared to 2011, and even though the calendar year has not yet ended, the credits linked to membership fees have increased, which could be due to several reasons: a conference year typically leads to new memberships; SIBMAS activity has been stronger (revival of the e-newsletter); relaunch of membership payment having borne fruit.

Expenses have also increased, particularly due to the revival of the e-newsletter and financing by the association of the publication of the Rome 2002 conference proceedings at Peter Lang.

| | Account / Compte 2008 | Account / Compte 2009 | Account / Compte 2010 | Account / Compte 2011 | Account / Compte 2012 | Account / Compte 2012 | Account / Compte 2013 |
|---|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| | | | | | <i>au 10.10.2012</i> | | |
| Credits / Recettes | | | | | | | |
| Balance at 1st January / Balance at 1st January | 13 355,81 | 13 886,43 | 17 578,30 | 17 907,33 | 24 331,59 | 24 331,59 | 22 104,43 |
| Membership fees / Membership fees | 5 473,19 | 5 350,79 | 5 721,39 | 4 805,26 | 5 007,00 | 5 400 | 5 000 |
| Other credits / Other credits | 570,00 | 235,33 | 0,00 | 2 344,11 | 0,00 | 0,00 | 0,00 |
| Total | 19 399,00 | 19 472,55 | 23 299,69 | 25 056,70 | 29 338,59 | 29 731,59 | 27 104,43 |
| Expenses / Dépenses | | | | | | | |
| Bank charges / Bank charges | 94,60 | 67,00 | 39,00 | 71,35 | 176,30 | 250 | 250 |
| Bulletin / Newsletter | 1 677,39 | 1 219,22 | 470,00 | 0,00 | 900,00 | 1 200 | 900 |
| Website + directory / Website + directory | 0,00 | 0,00 | 721,62 | 270,73 | 364,12 | 500 | 6100 |
| Printing costs / Printing costs | 1 995,98 | 0,00 | 2 754,68 | 0,00 | 2 316,10 | 2 316,1 | 0 |
| Postal costs / Postal costs | 740,34 | 608,03 | 1 026,49 | 131,40 | 105,00 | 800 | 150 |
| Approved travel expenses / Approved travel expenses | 603,54 | 0,00 | 0,00 | 0,00 | 499,98 | 488,98 | 250 |
| Administrative help / Administrative help | | | | 0,00 | 80,00 | 150 | 150 |
| Other Expenses / Other Expenses | 400,72 | 0,00 | 380,57 | 251,63 | 822,08 | 1 922,08 | 250 |
| Total | 5 512,57 | 1 894,25 | 5 392,36 | 725,11 | 5 263,58 | 7 627,16 | 8 050,00 |
| Totals | | | | | | | |
| Credits / Recettes | 19 399,00 | 19 472,55 | 23 299,69 | 25 056,70 | 29 338,59 | 29 731,59 | 27 104,43 |
| Expenses / Dépenses | 5 512,57 | 1 894,25 | 5 392,36 | 725,11 | 5 263,58 | 7 627,16 | 8 050,00 |
| Balance / Solde 31 Dec | 13 886,43 | 17 578,30 | 17 907,33 | 24 331,59 | 24 075,01 | 22 104,43 | 19 054,43 |



Comments on the evolution of the SIBMAS account:

I will not go back over the elements provided in the Membership Secretary's report concerning the new assignment of the Treasurer and Membership Secretary roles since September 2010. I would like to add my own congratulations for the outstanding work carried out by Jan van Goethem over so many years, and the high level of communication between her and me.

With regard to the 2012 budget, we can estimate that the credits linked to membership payments could reach EUR 5,400 by the end of the year due to back pay still to bear fruit and the conference in London. *A priori*, no other credits are expected.

Expenses should be significant, particularly as a result of paying for the publication and sending of the Rome proceedings, and the financial support provided for the organization of the London conference. This financial support is justified by the short timescales involved in organizing the London conference; the 2012 conference having been initially planned for Austin (Texas).

Sound cash management of the association's account allows us to absorb these expenses, as well as allowing us to finance the phased development of the association's new website in 2013 and 2014. The first estimates made are still to be clarified, particularly given the intention to plan website development in two (perhaps three) successive phases. In parallel to these one-off, significant expenses, overheads should remain reasonable and come to an estimated sum of around EUR 2,000.

Véronique Meunier