



General Assembly of SIBMAS - Minutes

Date: June 7, 2018
Venue: Bibliothèque Nationale de France, Paris, France

1. Review and acceptance of the Agenda

There are no changes to the agenda. The agenda is accepted unanimously.

2. Acceptance of the Minutes of the 2016 General Assembly in Copenhagen

The minutes are accepted as presented.

3. Report by the President (Jan Van Goethem)

Financial Statement

Jan Van Goethem presents the financial situation of 2017, 2018 and 2019.

	Compte 2014	Compte 2015	Compte 2016	Compte 2017	Budget 2018	Compte 2018	Budget 2019
Income							
Fortune de la SIBMAS	21 622,70	17 652,91	13 566,93	31 564,24	33 102,50	33 102,50	27 797,40
Income							
Membership fees	4 885,00	7 178,02	7 630,00	5 535,00	6 500,00	5 860,00	6 500,00
Conference fees			31 870,00	0,00	43 870,00	36 310,00	
Other credits	2 541,60	3 610,31	4 413,18	286,00	0,00	0,00	
Total recettes	7 426,60	10 788,33	43 913,18	5 821,00	50 370,00	42 170,00	6 500,00

Expenses							
Fixed costs / Frais fixes							
Bank charges	150,30	99,60	114,50	126,46	125,00	87,10	125,00
Paypal charges	56,90	51,11	45,16	62,67	100,00	63,75	100,00
Newsletter	675,00	450,00	475,00	900,00	2 000,00	600,00	1 500,00
Website hosting	487,35	350,00	350,00	452,94	450,00	0,00	450,00
Postal costs	77,40	0,00	0,00	0,00	0,00	0,00	
Administrative help	0,00	0,00	0,00	0,00	0,00	0,00	
	1 446,95	950,71	984,66	1 542,07	2 675,00	750,85	2 175,00
Variable costs / Frais variables							
Development website	6 000,00	3 003,60	1 439,10	147,60	2 000,00	0,00	3 000,00
Extra Newsletter/NewsFlash	300,00	0,00	0,00	50,00	0,00	400,00	100,00
Proceedings	20,52	5 472,84	0,00	685,54	6 000,00	0,00	
Postal costs proceedings	0,00	79,38	971,90	0,00	1 000,00	3 730,38	
Approved travel expenses	256,00	0,00	0,00	600,87	1 000,00	368,00	500,00
Paypal charges conference	0,00	0,00	775,42	0,00	1 000,00	768,00	
Costs conference	0,00	0,00	21 552,23	1 825,43	41 500,00	12 061,87	
Other expenses	3 372,92	5 367,78	192,56	32,20	500,00	254,90	500,00
	9 949,44	13 923,60	24 931,21	2 740,77	53 000,00	17 583,15	4 100,00
Total Dépenses	11 396,39	14 874,31	25 915,87	4 282,84	55 675,00	18 334,00	6 275,00
Totals							
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Income	7 426,60	10 788,33	43 913,18	5 821,00	50 370,00	42 170,00	6 500,00
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Expenses : variable costs	9 949,44	13 923,60	24 931,21	2 740,77	53 000,00	17 583,15	4 100,00
Résultat de l'exercice	-3 969,79	-4 085,98	17 997,31	1 538,16	-5 305,00	23 836,00	225,00

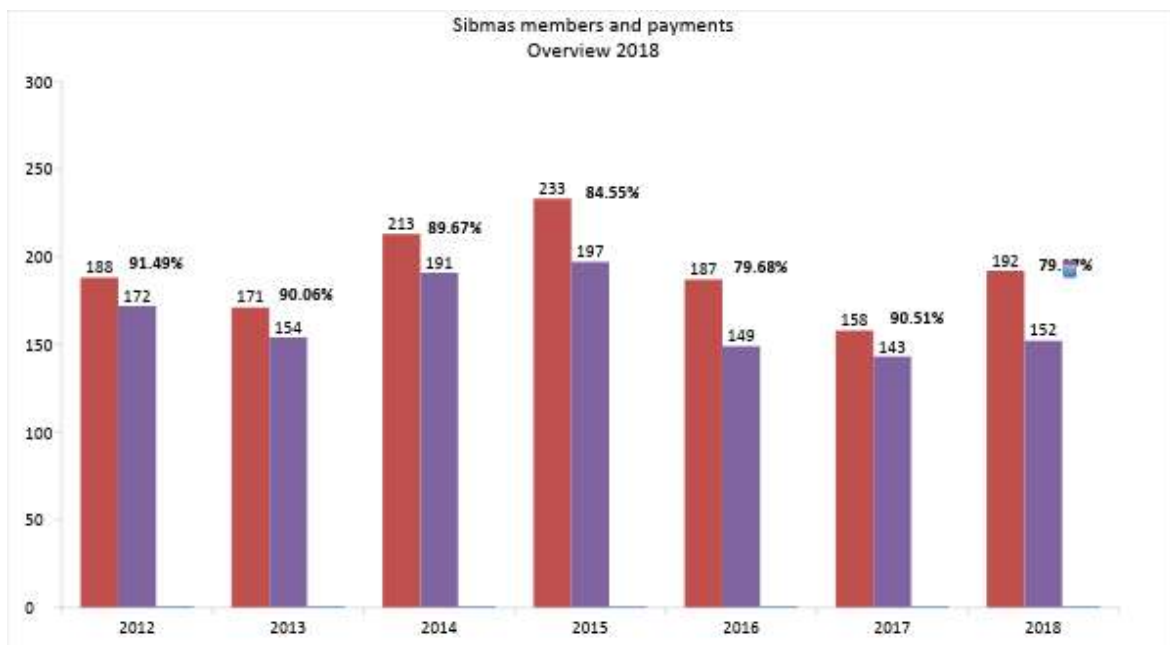
Comments on the financial results:

- The assets of SIBMAS on 01.01.2018 amount to € 33102,5.
- The current situation is very healthy because of
 - The tax return for the 2016 CPH congress made an extra benefit, bringing us a positive result of € 17'997,31.
 - We are also closing the 2017 fiscal year with a net positive result of € 1'538.16.

- 2018 budget:
 - Year of the organization of the biennial congress
 - We continue to control our expenses in relationship to our revenues
 - Registration fees are being cashed in and Nicole Leclercq's follow-up is remarkable (more provisions this year).
 - The variable costs are well balanced.
 - We are expecting an overall sponsorship amount of 9'266.59 euros, which will allow our accounts to be balanced at the end of the 2018 Paris Conference.

Jan reminds us that the negative figures of 2013-2015 were due to the investments in the website (total of € 15'000) but have proven worthwhile.

Membership situation



With the possibility of a national membership APAC introduced in 2015, SIBMAS lost more than 60 members. For the 2014 NY Conference, membership was required. A large part of these new members didn't renew their SIBMAS membership.

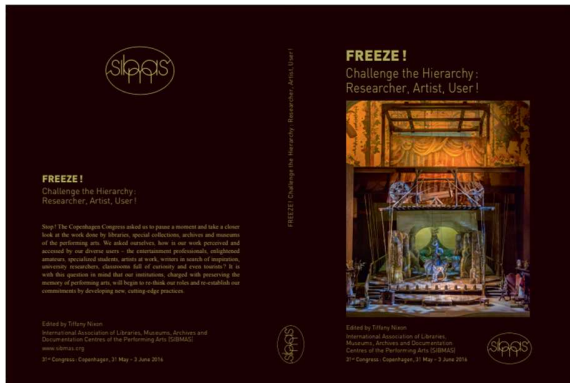
After three years of not paying membership fees, members are deleted from the Members' Directory.

In 2018, the upcoming conference (you had to be a member to present a paper) and the improved communication (website and emails) have increased the membership again.

Membership fees are the major source of income for SIBMAS, and enable the realisation of SIBMAS projects. Despite a lot of invoicing problems more members have already paid their fees for 2018 -- thanks to the hard work of Nicole.

SIBMAS members come mostly from Europe, but there is a positive evolution on other continents as well (especially Asia).

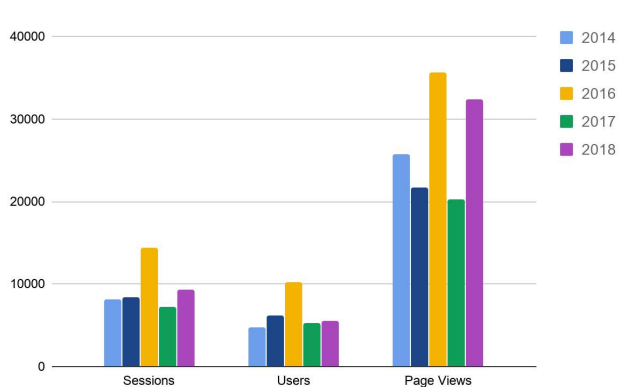
Proceedings CPH 2016



Two volumes of the proceedings were published (EN + FR). This involved more work than imagined, so maybe we should publish one bilingual volume (as was done previously). The translation took a lot of time as most of it was achieved without professional translators (=budget!). The results of the new graphic designer and printer were really satisfying. A handbook will be written in order to manage the next publication (eg. SIBMAS should require formatted papers; Britain and American English).

The costs were reduced because of the choice of black/white printing, with a color front cover (which features a color picture of the group photo in CPH on the back cover). A professional translation of all papers would cost about € 30.000, unaffordable for SIBMAS. SIBMAS now offers proceedings to all members. Representatives of an institution will each receive a copy at the conference. Non-members will receive the London proceedings, as publicity to join SIBMAS.

Communication

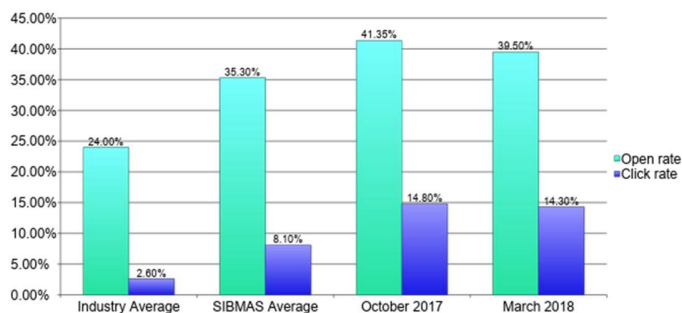


Website:

The website users increased and they are more active on the website. The increase of the traffic is due to the coming conference and to new communication strategies. Facebook and the eNewsletter increase traffic on the website. The chronological comparison shows an increase of the website traffic every congress year. Paris' Conference still has to start, so normally we should have more visitors and page views than ever before at the end of 2018.

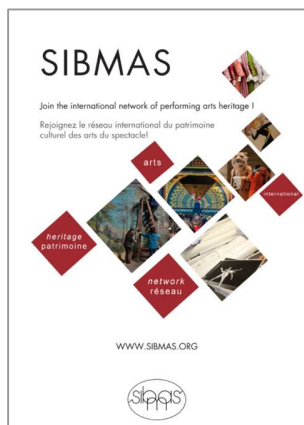
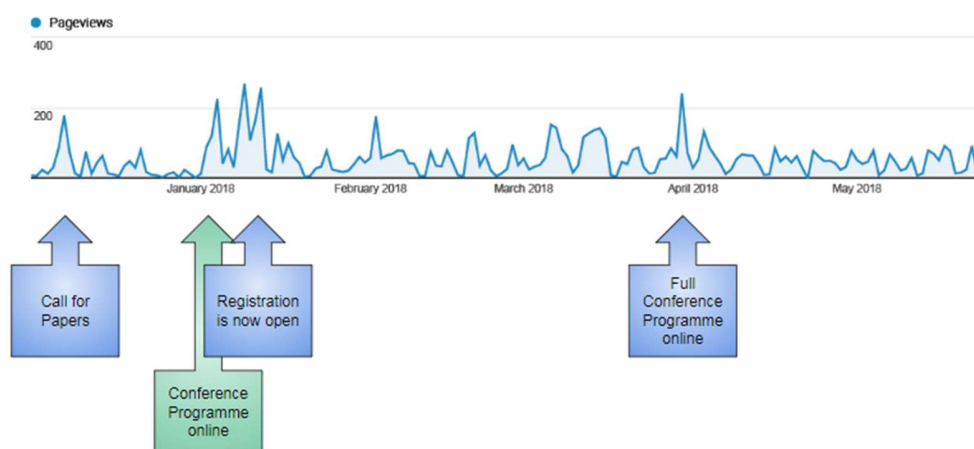
eNewsletter:

We ask members to contribute and we developed a shorter, brighter, illustrated format - an efficient strategy (622 subscribers, +11,25 %). In addition to the existing 4 categories (events, exhibitions, publications, collections), a 5th category has been added to present the Members appearing in the Members' Directory. Approximately 200 subscribers are potential members of SIBMAS. Open and Click Rates are both a lot higher than the industry average. The recent increase of these rates is due to a shorter and more illustrated Newsletter. Most of the top clicked links in the eNewsletter are links to the SIBMAS website. The traffic on the website increases with each eNewsletter.



Facebook:
 289 Likes. Increase of the page “likes” due to weekly publications of members and non members and flashnews for the conference. Most of the top- reached posts are links to the website. Communication about the conference was at the same time published on Facebook and sent by a separate Newsflash.

These produced more significant traffic increase on the website, where catchy information about the SIBMAS Conference is currently displayed.



Leaflet

A new leaflet (FR/EN) has been developed with the kind support of the CNCS, which will be distributed to all congress participants in Paris. The idea is that SIBMAS Members can ask for copies and distribute them at other meetings or conferences.



Proceedings (online)

We are researching the best way to present the proceedings online as an addition to the paper edition. Uploads would be done in pdf format.



Members Directory:

- 2016 : development
- 2017 : submission form
- 2017 : results visible on the site
- 2017 & 2018 : extra mailings
- Today : 40 collections from 23 members

4. Results of the election of new Executive Committee and Council

Nicole Leclercq and Zoé Renaud (acting for Veerle Wallebroek) have compiled the electronic voting ballots. Zoe Renaud presented the results of the elections: The newly elected ExCom and Council members are:

Position	Name
President	Barry Houlihan (IE)
1st Vice-President	Agata Adamiecka-Sitek (PL)
2nd Vice-President	Nic Leonhardt (DU)
General Secretary	Veerle Wallebroek (BE)
Treasurer	Véronique Meunier (FR)
ExCom Members (max. 4)	Alexandra Orlova (RU)
	Dominique Dewind (BE)
	Tiffany Nixon (USA)

	Hans van Keulen (NL)
Council Members (max. 7)	Juliette Caron (FR)
	Stephan Dörschel (DE)
	Catalina González Melero (ES)
	Bernice Chan (CN)
	Aurélie Mouton-Rezzouk (FR)
	Anna Lawaetz (DK)
	Harriet Reed (UK)

In-Coming President Barry Houlihan addresses the room.

Great honor to be President of SIBMAS; reminds all of the work ahead; in this digital age we have a real responsibility to document performance; thanks Jan Van Goethem for his service and looks forward to working with ExCom.

5. SIBMAS conferences 2020 and 2022

Set for Warsaw, Poland June 2-5, 2020.

Agata briefly presents the next conference with the powerpoint Warsaw 2020. Theme will be “archives as politics” (short video screened describing the location and themes to be investigated); partnership with University of Warsaw and the Polin Muzeum of History of Polish Jews.

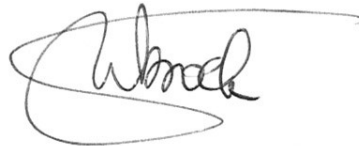
The Conference in 2022 is set for Galway, Ireland

6. Any other business

There is no other business to discuss.

President thanks ExCom (past and present), mentions successes over the past 6 years and proud of the work and legacy of the people connected to SIBMAS.

The meeting is closed at 12.30 pm.



Barry Houlihan
President

Veerle Wallebroek
Secretary General