

ICON Care of Collections Group

Minutes of the meeting held on 18th August 2017

Attendees: Jane Thompson-Webb (Chair), Karen Bradford (minutes), Sarah Hamlyn, Kerren Harris, and Emily Watts

Apologies: Samantha Archetti, Amy Crossman, Abby Moore, Julianne Phippard and Victoria Stevens

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| <p>1. Dates of future meetings</p> <p>The following dates and locations were agreed:</p> <p>8th February 2018, 12.00 (The George Inn, Borough High Street)</p> <p>8th May 2018, 14.00 (Hampton Court Palace)</p> | |
| <p>2. Planning for the AGM</p> <p>Venue: Jane attempted to contact Sarah Rainbow with no response. She emailed Sarah Potter who passed on our query to the Events department. Nothing has been confirmed yet. British Library at Boston Spa was suggested as a possible alternative venue.</p> <p>Julie drafted a call for papers which was approved with the omission of the date and venue and a line added in to be confirmed. We agreed there should be a submission deadline added. The call for papers is to go out in the next ICON News deadline 30th November.</p> | |
| <p>3. Events</p> <p>“Tick Tock: Care of Clocks Study Day” was held on the 23rd August at Museum of London. 3 delegates failed to show but it was an overall success.</p> <p>The Risk assessment workshop was held on the 24th October at the British Library Conservation Centre. Emily is still waiting for more feedback. We have a full waiting list so could re-run another workshop soon and add more delegates.</p> <p>Potential future events</p> <p>Jane has agreed to give a presentation skills workshop for conservators in Birmingham. Jane and Emily to discuss further outside of this meeting.</p> <p>Emily has offered to run a workshop about managing volunteers.</p> <p>Condition surveys/assessments workshop was raised again and thought it would be well received.</p> | <p>Action: Karen to send Emily the presentation and find out when Paul can re-run another workshop.</p> |

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| <p>Kerren will follow up on support for ICON member for accreditation particularity for members specialising in Collections Care.</p> <p>The Event Template was approved.</p> <p>Jane mentioned the Book and Paper Group might have a place where members can request training and/or submit an idea on their webpage. There is a question of whether it is multi-disciplinary or is only related to Book and Paper Group.</p> | <p>Action: Emily to draft a blurb for Icon News</p> <p>Action: Emily to raise the next Chair's Group meeting</p> |
| <p>4. Pest Odyssey Network</p> <p>Jane has given the network form to Michael today. It will go to be approved at the next board meeting which should be before Christmas. It was suggested the once the network is live we should reach out to other organisations like SPNHC and NatSCA. It should also be announced via ICON News once approved.</p> | |
| <p>5. Updates for ICON News/Iconnect</p> <p>The deadline the next ICON news is 30th November. The following will be included: Write ups on the Tick Talk (Abby) & Risk Assessment (Emily) workshops, Blurb about events (Emily) and call for papers for the AGM in May (Julie).</p> | <p>Actions: Abby, Emily & Julie</p> |
| <p>6. Any other business</p> <p>Re-ordering the group webpage – Sarah thought it couldn't be done but she found out it actually can be done. She will send out different suggestions for layouts. She plans to separate it in to an archive bit and have new content at the top.</p> <p>It was suggested we start thinking about the following year's finances especially if we want to budget for bursaries for the ICON conference in 2019.</p> <p>Emily mentioned the possibility of offering one or two paid/free places to our events.</p> | <p>Action: Emily to find out what other groups do at the next Chair's Group meeting</p> |
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