

**MINUTES OF THE GENERAL ASSEMBLY OF EURBICA  
Berlin, 25 April 2007**

Chair : Mrs de Boisdeffre  
Secretary : Christine Martinez  
Participants (voting) : 25

The meeting is opened by Mrs de Boisdeffre, chair of EURBICA, who welcomes and thanks all the participants. She sends her good wishes to Jari Lybeck for a speedy recovery. She proposes that the minutes are taken by Christine Martinez.

**1. Adoption of the agenda**

The agenda is adopted.

**2. Adoption of the minutes of the GA held in Warsaw, May 2006**

The minutes are adopted.

**3. Composition of the board.**

Two questions have to be solved : the replacement of the vice-chair, Daria Nalecz, and the representation of Italy. The board decided to ask the new director of the Polish State Archives, Mr. Radon, if he would agree to be member of the board. He accepted, and he was represented in the last meeting by Mr. Stepniak. Daria Nalecz was vice-president. Andreas Kellerhals was asked to replace her, and he accepted. Mrs de Boisdeffre proposes that M. Kellerhals is appointed as vice-president. The Assembly accepts by applauding.

Concerning Italy, Mrs de Boisdeffre says that there was no representative in the board meeting in Curaçao. A letter was sent to the new General Director, which was not answered back. The chair proposes to wait for the months and the year to come, as it will be the end of the mandate of the present board. She thanks Mr Buonora for the information. Mr. Paolo Buonora, from Italy, informs that the Director General of State archives has not changed, but that - following a reorganization of the Ministry of Cultural Heritage - the Secretary General is currently in charge of international relations for the entire Ministry of Cultural Heritage. Mrs. De Boisdeffre clarifies that the Secretary General Mr. Proietti was contacted, and that the member of the board was Mr. Italia, head of the now-abolished Department of Archives and Libraries.

**4. EURBICA's activities**

*Legal database*

Mrs Chair gives the floor to Christine Martinez, the project manager.

Christine Martinez explains that progress had been made concerning the funding of the project. On the one hand, a funding application for an amount of 70 000 euros had been submitted to the European Commission in the framework of the IDA-BC programme (projects furthering exchange of electronic data within European

administrations). She says that there is a good chance that the project can be accepted thanks to Frank Brady and his team. The money would enable the development of the database and the organization of training sessions to use it, but translation cost cannot be included in the funding application. On the other hand, the Programme Commission, PCOM, awarded 5000 euros to the project to fund training sessions on the database content, particularly the indexing of the texts. She adds that the work on the content has slowed down because the focus has been on the funding application. Consequently, the prototype cannot be launched online as has been planned.

Mrs de Boisdeffre is pleased that EURBICA has finally got some money to implement the project, and that the Commission helps us. She thanks Frank Brady and his team, especially Jef Schram. She also thanks David Leitch for the precious help he provided, and Jussi Nuorteva, General Director of the National Archives of Finland for his expertise in the relationship with the Commission.

She adds that as soon as we have got the money, we will need the contribution from all partners to develop the content of the database. She precises that this project is maintained by different partners, the European Commission being one of them. It will be up to the members to update the content.

### **Project «train the RM trainers»**

Though the project manager is Jari Lybeck, in his absence, Christine Martinez also reviews the situation of this project. A document explaining the project should have been provided to the working group by Christine Martinez and Hans Scheurkogel, chair of ICA/SAE. Hans unfortunately died last December, and only part of the document was elaborated. Peter Horsman, from the Archiefschool in Amsterdam, who participated in the so-called Helsinki meeting in 2004, agreed to replace Hans. Christine Martinez says that the first meeting of the working group is planned to be held in Reykjavik from 29 May to 2 June, hosted by Olafur Asgeirsson, director of the National Archives of Iceland, and chair of PCOM. The working group is composed by Peter Horsman and Thiejs Laeven (The Netherlands), Edouard Vasseur and Christine Martinez (France), Kristjana Kristindottir (Iceland) and Jari Lybeck (Finland). The group is hoping to develop the methodology so that test workshops can be organized from the autumn 2007. Thus a first workshop could be proposed during the PARBICA annual conference in Noumea (New Caledonia) in October. Contact had been made with Evelyn Wareham, General Secretary of PARBICA. PCOM had awarded 1000 euros to the project, which could be used to organize this workshop. Other test sessions would follow, so that the methodology could be presented in the KL Congress.

### **Electronic records and archives**

In accordance with the decisions taken by the board in Curaçao, a specific section «electronic records and archives » has been created in the EURBICA website, to develop exchange of experiences among members in this field. It is composed of seven sections (General issues, Strategy, Standards, Applications and tools, Projects presentations, Legal issues, Storage). These sections should have been filled with members' contributions by this time. The more information it contains, the more interesting this rubric will be for the members. The French Directorate already provided documents as well as the Finish National Archives. Mrs de Boisdeffre invites the participants to send contributions. This activity is not easy to develop, the better way is to begin by exchanging information.

## **The European competency model**

A resolution of the European Conference gave EURBICA the responsibility of implementing the project for a European competency model.

Christine Martinez recalls that SPA was also a partner for the project because competencies are among the main concerns of professional associations. Joan Boadas, from SPA steering committee adds that SPA is about to hold the meeting of its steering committee in Kyoto in May, and that the competency model will be one of the items on the agenda. Mrs Chair enhances the importance of this project and of the resolution. In a lot of countries, we have the impression that there is a confusion with other professions such as librarians and documentalists. But we have a specificity, and the resolution underlines the necessity of defining the competencies for an archivist. It is essential that EURBICA and SPA can collaborate in the framework of this project. She calls for help and volunteers for the project working group. Luis Enseñat, from the Spanish State Archives, proposes to be member of the working group.

## **5. Relationship with the European Union and the Council of Europe**

### *European Union*

The President of EURBICA is member of EBNA, but even if the president is not from a member state, the link between both organizations will be maintained. The last EBNA meeting was held in Helsinki (Finland). Jussi Nuorteva, General Director of the National Archives of Finland, accepted that the presentations could be disseminated. Jussi Nuorteva informs that the minutes of the meeting are available on the website of the National Archives.

The topic of buildings is then discussed, and the need to exchange information and best practices in this field. The Russian delegate informs about the inauguration of the new archival building for the Historical Archives to take place in St Petersburg in June 2007. He invites EURBICA members to attend this event. David Leitch (ICA Secretariat) proposes that ICA members can provide information about buildings to be put on ICA website, as a following up of what was discussed in Helsinki.

On the behalf of the Assembly, Mrs de Boisdeffre thanks Hartmut Weber who managed to organise so many meetings at the same time. The AG delegates appreciate that the meeting is held in Europe. Hartmut Weber informs that the presentations of the EBNA meeting will be available on the website of the Bundesarchiv.

The President provides information about the European Archival Group, which was set up by the European Commission in line with the Council recommendation of 14 November 2005. Five working groups corresponding to the five priorities for co-operation have been created to monitor the relevant projects (prevention of thefts of archives, natural disaster preparedness, development of a legal database, revision of MoReq standard, creation of a European portal for archives). The group met in Brussels in December 2006, and no real progress in the work was presented. The member states are providing an important intellectual contribution and staff support, but some of the projects would need funding (that is the case for the European portal for archives, the legal database or the disaster preparedness). There are some

difficulties to get the Commission involved in the process of funding support. The next meeting will be held in June.

The European Digital Library project is ongoing. Daria Nalecz, former director of the Polish Archives Administration, is still member of the High Level Experts Group which gives strategic advice to the Commission with regard to the project. Angelika Menne-Haritz (Bundesarchiv) and Olivier de Solan (Direction des Archives de France) are members of technical working groups, with a special focus on description and interoperability. The idea is to establish a link between this project and the European portal for Archives.

A foundation has been created in The Netherlands to manage the project. EURBICA has been asked to represent the European archival network in the board of the foundation since there is no European professional association for archives.

### *Council of Europe*

The President stresses the importance of reactivating the relationship with the Council of Europe. She thinks that it would be useful to have a representative of ICA in the group of experts on access.

Karel Velle (Belgium) would like to know more about the agenda of the Council. Mrs de Boisdeffre stresses again the importance of the issue of access. We need more information on this group (level of representation), but it could be a way for EURBICA to be active in the Council of Europe. Moreover, this would be in line with the legal database project.

Viktoras Domarkas (Lithuania) reminds that he represented his country in the working group which prepared the Council recommendation on access (recommendation 2000-13). He also would like to know more about the group. The President says that it is a mixed group, at an expertise level, not at a political level. It can comprise observers, and meets once a year. It has no deadline to report. The EURBICA liaison officer with the Council of Europe will be asked to seek for further information about this group.

## **6. Members activities**

The members are requested by the President to provide more information about their activities. For instance, it is important to know about the new building in St Petersburg. Jari Lybeck informed the members that there could be some money for branches (decision of ICA executive board held in Reykjavik), but he got only one proposal for a project (Bulgaria).

Joan Boadas (SPA representative in EURBICA executive board) informs about the first international conference of professional associations will be held in Madrid in October 2007. It is organized by the SPA and the Subdirección de los Archivos Estatales (Spain).

Andreas Kellerhals (Swiss Federal Archives) announces the next European conference which will take place in Geneva, in the spring 2010. SPA and EURBICA are organizing the conference with the support of the Swiss Federal Archives. The programme is not yet available, and further information will be provided next year.

## **7. Other business**

Axel Emert, from ICOM, informs that ICOM is preparing its competency model in line with the evolution of education. He proposes to put the working group in touch with EURBICA.

David Leitch provides information about the next international congress on archives, which will take place in Kuala Lumpur in July 2007. The general theme « Archives, governance, development », will enable the participants to exchange about a wide range of professional issues including records management, good governance, and the importance of archives in the building of a national consciousness. The registration fees will be 450 euros. There will be a call for presentations.

The President says that EURBICA has already thought about proposals for sessions, but members can actively contribute to the programme.

The last issue that is dealt with is the venue of the next General Assembly. Two options are proposed :

- Kuala Lumpur, taking the opportunity of the international congress
- Paris, in the framework of the French Presidency of the European Union (second semester of 2008).

The delegates from Russia, Israel, Spain and Croatia think that the Assembly should take place in Europe. A lot of European countries may not be able to attend the international congress in Malaysia. The President asks all the delegates if they want to have the meeting in Paris: the majority of the attendants vote for Paris as the meeting venue.

No other point being raised, the President closes the meeting.