

No.	Subject	ICOMOS 2015 Annual General Assembly – discussion & decisions	Who	Due dates	Progress
1	<b>Opening of the 2015 Annual General Assembly</b>	The first Annual General Assembly takes place at ACROS Fukuoka, Cultural Centre Akarenga, in Fukuoka, on Tuesday 27 October 2015 (the session was filmed and made available to members on the ICOMOS website for a limited time following the meeting)  Mr Gustavo Araoz, President, opens the session at 4:00 pm			
1-1	Welcome by the President of ICOMOS Japan	Mr Yukio Nishimura The President of ICOMOS Japan, very honoured, greets all the attendees and reminds that this General Assembly is the first to be organized after the approval of the new Statutes in Florence. He wishes everyone to work successfully.  The session is open.			
1-2	Opening by the President of ICOMOS	Mr Gustavo Araoz thanks ICOMOS Japan for welcoming us in Fukuoka and thus giving us the opportunity to learn about Japan's culture and appreciate its values.  For the opening of the 2015 Annual General Assembly, the President considers his address for the official opening of the Advisory Committee on 27 October 2015 to be valid.  Mr Gustavo Araoz notes there is no official record to be approved because it is the first time an Annual General Assembly is organized, in order to honour the prescriptions of the new Statutes.			
<b>2</b>	<b>Organisation of the meeting</b>				
2-1	Attendance and quorum, report by the Bureau in its capacity as Credentials Committee and, if necessary, as Candidatures Committee (resolution AGA 2015/1)	Ms Gaia Jungeblodt (Director) presents the report of the Bureau of the Board.  According to article 9.c. of the new Statutes of ICOMOS « <i>decisions shall be taken by a majority of the voting members, present and represented, provided that they come from at least a third of the National Committees</i> ». A third of the National Committee representatives is necessary.  Ms Gaia Jungeblodt reminds that a table was sent to all National Committees on 1 June 2015, presenting the total number of voting members per Committee. This table was established on the basis of the membership fees collected by 30 April 2015. 81 National Committees have paid their membership fees: 937 potential votes  <b>Resolution:</b> The General Assembly takes note that of the 81 National Committees that have paid their membership fees, 34 National Committees are present at the General Assembly. 330 votes can be cast today and so the quorum is guaranteed.			
2-2	Election of the President, of 3 Vice-presidents and the Rapporteur of the	According to article 9.b. of the new Statutes of ICOMOS « ... <i>For each meeting, the General Assembly shall elect its President, three Vice-Presidents, and a Rapporteur whose term of office</i>			

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	2015 Annual General Assembly, and, if necessary, the Teller and two Assistant Tellers (resolution AGA 2015/2)	<p><i>shall be for the duration of the meeting».</i></p> <p><b>Resolution:</b> Approval by simple agreement is proposed. The President, three Vice-Presidents and Rapporteur are unanimously approved.</p> <p>Mr Gustavo Araoz is elected President of the 2015 Annual General Assembly.</p> <p>The following members are elected Vice-Presidents : Mr Yukio Nishimura (Japan) Ms Iclal Dinçer (Turkey) Mr Luigi Petti (Italy)</p> <p>Ms Teresa Patrício (Belgium) is elected Rapporteur of the 2015 Annual General Assembly</p> <p>Approval by simple agreement is proposed, the Teller and 2 Assistants Tellers unanimously approved: Tamas Fejerdy (Hungary) Augusto Villalon (Philippines) Leonardo Castriota (Brazil)</p> <p>330 votes for, 0 vote against, 0 abstentions</p>			
2-3	Adoption of the Agenda (resolution AGA 2015/3)	<p><b>Resolution:</b> The General Assembly approves without modifications the Agenda of the 2015 Annual General Assembly, first disseminated on 6 August 2015 via the e-News.</p>			
<b>3</b>	<b>Reports on the past year</b>				
3-1	Report by the President of ICOMOS	<p>The President considers his report presented during the meeting of the Advisory Committee on 27 October 2015 to be valid. See the report in the documents of the General Assembly (also disseminated by e-News No. 121 on 6 October 2015 - see file « AGA_201510_3-1_FR_PresidentReport_20151005 »)</p> <p>In a few words, the President highlights the success of the ceremonies organised by ICOMOS Poland in Warsaw last June, on the occasion of the 50th anniversary of ICOMOS. He warmly thanks the President of ICOMOS Poland, Bogusław Szmygin.</p> <p>He also stresses that since Florence, the elected Board has worked on the development and the improvement of the organisation. The two themes having prevailed in most of the work are: the role and contribution of ICOMOS in the World Heritage Convention and the response of ICOMOS to the crisis situation in Syria and Iraq.</p>			

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		<p>The President explains that during the last years, ICOMOS had not succeeded in establishing a greater spirit of openness, transparency and direct cooperation with States Parties, in compliance with the new priorities of the World Heritage Committee. During the 2014 World Heritage Committee session in Doha, an ad-hoc working group was entrusted with the redefinition of the roles and duties of the Advisory Bodies, with a particularly critical eye on ICOMOS. It was imperative to engage deep transformations in the way new proposals for inscription are evaluated by ICOMOS as well as in the monitoring of the state of conservation of inscribed properties. These changes, already studied by the previous Board, have been further developed and, following their adoption in January 2015, were announced to the representatives of the States Parties during a special meeting held by ICOMOS in Charenton. As a result, during the World Heritage Committee session in Bonn, ICOMOS was no longer the object of criticism. All the changes are driven by a desire of working in a transparent manner and collaborating more directly with the States Parties.</p> <p>Regarding the heritage crisis in Syria and Iraq, the President stresses the horror of the current situation. We all witnessed with horror the surge of violence and brutality against human communities, heritage sites and artistic and cultural objects of the Middle-East. Understanding that these crimes have partly been committed in order to obtain global media coverage, ICOMOS has been hesitant to add its voice to the protests of the international community, but still strongly condemns the intentions of these criminals struck with madness. ICOMOS has however taken measures to ease the consequences of these intentional destructions and prepare the reconstruction when the area will be at peace again. ICOMOS created a Syria-Iraq working group presided over by Samir Abdulac, with Bijan Rouhani as co-president. They were given the mandate to represent ICOMOS in all meetings organised on the subject, to mobilise all networks to collect information on the heritage of the local communities, and to identify possible collaborations with other institutions. Moreover, the President informs that a partnership has been signed with the CyArk Foundation (California, USA) in order to implement the Anqa project – to urgently establish a 3D documentation of all the potentially accessible sites.</p> <p>The President also specifies that many other actions have been undertaken during the course of the year and that they will be explained in detail during the following days.</p> <p>Before concluding, the President notes that the new Director General Marie-Laure Lavenir works in close collaboration with the Secretary General, the Treasurer General and the Vice-Presidents, which represents a great improvement in the organisation of the International Secretariat. Marie-Laure also established a good relationship with colleagues at UNESCO, the World Heritage Centre and many Permanent Delegations of UNESCO, thus supporting a better working atmosphere.</p> <p>Finally, the President thanks ICOMOS Turkey and ICOMOS Macedonia for their generous invitations. After an extensive examination and a difficult choice, the Board decided to accept the invitation of ICOMOS Turkey for the 2016 General Assembly.</p>			

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3-2	Report by the ICOMOS Treasurer	<p>According to article 9.d.1 of the new Statutes. The Financial Report is presented by Ms Laura Robinson (Treasurer).</p> <p>See the report in the documents of the General Assembly (also disseminated by e-News No. 121 on 6 October 2015 - files : AGA_201510_3-2_EN_TreasurerReport_20151005 and AGA_201510_3-2_FR_TreasurerReport_20151005)</p> <p>Ms Laura Robinson thanks Ms Marie-Laure Lavenir (Director General) and Henri Verrier (Accountant) for their collaboration. Since it is the first General Assembly to be held under the system of the revised Statutes adopted in Florence in 2014, the Board is obliged to respect a number of engagements, especially in terms of communication and transparency.</p> <p>Presented documents: Annual accounts audited early- 2015 (considered as approved by the Board during its meeting of March 2015), proposed budget for 2016 and follow-up of the current budget.</p> <p>2014 Accounts : All the members have received detailed information (disseminated by e-News No. 121 on 6 October 2015). The verification of the accounts has been made by the external auditor «Marcolla et Associés» in accordance with the professional standards applicable in France. According to the external auditor, « <i>les comptes annuels sont, au regard des règles et principes comptables français, réguliers et sincères et donnent une image fidèle du résultat des opérations de l'exercice écoulé ainsi que de la situation financière et du patrimoine de l'Association à la fin de cet exercice</i> » (translation : the annual financial statements are honest and sincere, with regard to French regulations and accounting principles, and accurately present the results of operations for the year and the financial position and assets of the Association at the end of this financial year). No substantial question has been raised by the external auditor.</p> <p>The budget for 2015 (revenue and expenditure), main points: - Taking into account that the financial year is still underway: o Revenue: the World Heritage contribution represents 53%, the contribution from membership fees amounts to 30%. An additional budget of 52.000€ has been granted by the World Heritage Committee. o Expenditure: staff costs are the most important item making up 47% of expenditures. Specific points: ▪ The 50th anniversary, an expenditure of 4.000€ ; ▪ The Annual report ; ▪ The scholarships of the Lemaire Fund have been granted : 8 laureates for a total of 8.500€ (1.500€ are still available in the Fund) ; ▪ The support and engagement of all the National Committees is necessary to replenish the Lemaire Fund and the Victoria Falls Fund ;</p>			

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		<ul style="list-style-type: none"> <li>▪ Additional budget granted by UNESCO, by the World Heritage Committee in June 2015: in response to the needs created by the reinforced dialogue.</li> </ul> <p>The preliminary triennial budget 2016-2018:</p> <ul style="list-style-type: none"> <li>- Based on the most realistic hypothesis to this day               <ul style="list-style-type: none"> <li>o Increase of the membership fees voted in Florence (5€), implementation in 2016</li> <li>o World Heritage budget for 2016 – accepted in July 2015 by UNESCO</li> <li>o IT subscriptions in progress</li> <li>o Best estimations for special projects (advisory missions and thematic studies)</li> </ul> </li> <li>- The 2016 budget will be refined later this year and presented to the Board in March 2016.</li> <li>- Important points:               <ul style="list-style-type: none"> <li>o Reinforced human resources for the International Secretariat thanks to the increase in membership fees and to the new UNESCO contract (World Heritage)</li> <li>o We must continue to develop financial resources to provide better support to the member network (communication and IT), for the archiving work and for the Lemaire Fund (Young members...)</li> </ul> </li> </ul> <p>Points raised by the Assembly :</p> <ul style="list-style-type: none"> <li>- During the preparation of budgets, a distinction should possibly be made between years with an Annual General Assembly and years with a Triennial General Assembly (remark from Tamas Fejerdy, Hungary)</li> <li>- An interesting exercise would be, next year, to make a comparison between the forecast and the actual expenses (proposition from Gisle Jakhelln, Norway)</li> <li>- Belgium thanks for the received documents. The work has been presented in an extensive and detailed manner. Four questions are asked :               <ul style="list-style-type: none"> <li>1/ Belgium asks if it could be possible to do as in other associations, and try to evaluate the volunteer contribution to activities in terms of time given and expenses borne directly by members themselves. The example of the World Heritage budget granted by UNESCO to ICOMOS, where the evaluation of time invested by individual members was presented and supported the budget negotiations, is put forward. Aware that this would be impossible for 2014-2015, would it be possible to consider it for future years?</li> <li>2/ Considering that ICOMOS is advancing the cashflow in the implementation of its contracts with UNESCO, have actions been taken to raise awareness of this among States Parties?</li> <li>3/What has been done to recover the arrears of certain National Committees?</li> <li>4/ Was the auditor present at the Board meeting when his report was presented? (remark from Bénédicte Selfslagh, Belgium)</li> </ul> </li> <li>- The budget presented has the merit of being simplified, it's a treasury budget with revenue and expenditure. However we have to remember that ICOMOS has to follow French legislation. Thus the presentation of the budget is more complex: on one hand, we also have to present the material assets of the association, and on the other, we need a chartered</li> </ul>			

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		<p>accountant to check the accounts with the Treasurer and certify that the documents attached to the budget are correct and match the actual revenue and expenditure. (remark from Samir Abdulac, France)</p> <p>Ms Laura Robinson underlines that the organisation of Annual General Assemblies, for the approval of the budget and accounts, does not result in increased expenditures. The Annual General Assemblies, 2-hour meetings, are organised simultaneously with the Advisory Committee meetings. Therefore the expenses are covered by those of a regular Advisory Committee meeting.</p> <p>Ms Marie-Laure Lavenir confirms the interest for an evaluation of voluntary contributions. The raise of membership fees will allow a better organisation of the International Secretariat and this kind of action could perfectly be included in general intentions. Moreover, she confirms that the auditors were not present during the presentation of the audit report at the Board meeting. Regarding the new contracts cosigned with the World Heritage Center, they allow ICOMOS to have a better cash flow. Ms Marie-Laure Lavenir concluded by explaining that the 2014 General Assembly in Florence was the occasion to recover naturally and in a positive way, some of the arrears of certain National Committees. In effect, the Triennial General Assemblies give rise to the payment of membership fees by the different National Committees. For some countries, the situation is more difficult and delicate due to the current political problems and so, the International Secretariat considers it is unproductive and inappropriate to ask for payment of membership fees.</p> <p><b>Resolution:</b> The General Assembly takes note of the reports and points raised during the discussion.</p>			
<b>4</b>	<b>Adoption of the annual accounts and budget</b>				
4-1	Approval of reports and 2014 accounts, discharge of the Board and Treasurer (resolution AGA 2015/4)	<p><b>Resolution :</b> The General Assembly unanimously approves the reports of the President and Treasurer and the 2014 accounts. It grants full discharge to the Board and Treasurer. 330 votes for, 0 vote against, 0 abstentions</p>			
4-2	Approval of the 2016 Budget (resolution AGA 2015/5)	<p><b>Resolution :</b> The General Assembly unanimously approves the budget for 2016. 330 votes for, 0 vote against, 0 abstentions</p>			
<b>5</b>	<b>Other business</b>				
5-1	Discussion on the Rules of Procedure for General Assemblies (resolution AGA 2015/6)	<p>Presentation by Mr Peter Phillips (Australia)</p> <p>Rules of Procedure of the ICOMOS Advisory Committee; adopted on 16 November 1966 (Paris)</p>			

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		<p>and amended by the Advisory Committee on 17 October 2001 (Dubrovnik). Draft revised and prepared by the Board 2015.</p> <p>Mr Peter Phillips underlines that a certain number of suggestions and comments have been received regarding the modification of the rules and procedures.</p> <p>Specific points :</p> <ul style="list-style-type: none"> <li>- The Working Group of the Advisory Committee on communication presented a proposal on the procedures for the distribution of documents and for the establishment of calendars and agendas. Peter Phillips suggests working together in order to have shared rules of procedure.</li> <li>- The proposal of ICOMOS Norway for the creation of a Candidatures Committee designated by the Advisory Committee a year before Triennial General Assemblies. This committee would dedicate itself to identifying candidates for all eligible positions. This would help to ensure the openness and transparency of the procedures, to guarantee good representativity (gender, geographical distribution, etc.) and adequate expertise. ICOMOS Norway (Marianne Knutsen) highlights that this committee is proposed to guarantee the respect of proper procedures.</li> <li>- Mr Peter Phillips reminds that the 2014 Annual General Assembly decided to ask the Board to elaborate a shared set of Rules of Procedure for all international meetings.</li> <li>- It is noted that there are significant differences between meetings organised by the different bodies of ICOMOS. During the elaboration of the draft for the Rules of Procedure for General Assemblies, we realised it is probably impossible to develop a single set of shared rules for all different types of meetings. Mr Peter Phillips thus proposes to establish a sort of list, a «set of » for the Rules of Procedure in the form of a table – one column for each specific type of meeting (1<sup>st</sup> column for the Triennial General Assembly, 2<sup>nd</sup> column for the Annual General Assembly, 3<sup>rd</sup> column for Extraordinary General Assemblies, etc.) The aim is to make the final set of rules as short and simple as possible.</li> <li>- Regarding deadlines, Mr Peter Phillips underlines that the texts will normally only be ready for the 2017 General Assembly.</li> </ul> <p>Categories – « set of principles » :</p> <ul style="list-style-type: none"> <li>- Essential requirements for meetings</li> <li>- Date and place of meeting</li> <li>- Provisional schedule</li> <li>- Facilities</li> <li>- Notice</li> <li>- Agenda</li> <li>- Entitlement to attend and vote</li> <li>- Presiding officers</li> <li>- Sub-committees</li> <li>- Languages</li> </ul>			

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		<ul style="list-style-type: none"> <li>- Governance and ethics</li> <li>- Conduct of meetings</li> <li>- Resolutions and motions</li> <li>- Decisions and voting</li> <li>- Elections</li> <li>- Outcomes of meetings</li> <li>- Decisions between meetings</li> </ul> <p>Main changes:</p> <ul style="list-style-type: none"> <li>- Notice period</li> <li>- Transmission and content of agenda</li> <li>- Voting rights, including countries where no National Committee exists</li> <li>- Simplified procedure for election of officers and standing committees at Annual General Assemblies unless otherwise decided by the Assembly</li> <li>- New requirements for resolutions and Resolutions Committee; only urgent resolutions can be considered at Annual General Assembly: it was voted by a show of hands that there will not be any resolutions during Annual General Assemblies, only emergency resolutions can be considered and presented by the Bureau. The resolutions have to be prepared at least a month in advance.</li> <li>- French version of minutes to be definitive</li> <li>- Voting only by show of hands or secret ballot</li> </ul> <p>A few remarks raised by the Assembly :</p> <ul style="list-style-type: none"> <li>- It is proposed to have shared Rules of Procedure. It is also important that the National Committees are informed about the agendas of the meetings and that the official reports are received quickly. (Lazar Shumanov, Macedonia). ICOMOS can consider this but we must keep in mind possible confidential issues. (remark from Tamas Fejerdy, Hungary)</li> <li>- Regarding the difficulty of organising meetings for some of the regional groups, it is suggested to consider virtual meetings by electronic means, i.e. meetings via Skype (Deirdre McDermott, Ireland). Eventually organise other procedures in order to also distribute documents electronically in a more effective way (James Reap, USA)</li> <li>- Mr Alpha Diop (Mali) draws attention to the issues faced by Africa. In Fukuoka, there are only two representatives from the African continent. In Africa, there are very few ICOMOS National Committees and they face a lot of difficulties in establishing relationships between each other. Even if there is a will to redynamize some of the Committees, there are many issues concerning resources, distance and logistics. Mr Alpha Diop calls upon the Assembly: he asks for Africa to be supported and possibly for the establishment of partnerships with other National Committees for assistance. He underlines his wish to organise, with the support of ICOMOS South Africa, a meeting on the African continent in 2016. (Alpha Diop, Mali)</li> <li>- Regarding the new requirements for the resolutions and for the Resolutions Committee, the</li> </ul>			

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		<p>importance of resolutions is recognized. The resolutions call for an enormous amount of work during the General Assemblies: the Resolutions Committee has to look into each of them attentively and present them briefly. Therefore, also in virtue of the financial impact, the formulation of resolutions during Annual General Assemblies is not desirable. Several members put forward that only emergency resolutions are be considered at the Annual General Assembly. (interventions by Gustavo Araoz, Gisle Jakhelln, James Reap, Kristal Buckley, Tamas Fejerdy, among other).</p> <ul style="list-style-type: none"> <li>- The resolutions of the Triennial General Assembly should be prepared in advance. The resolutions should be submitted to National Committees a month before and in two languages. (Proposal of Peter Phillips).</li> <li>- The International Scientific Committee on 20th Century Heritage (ISC20C), and later the whole of the Scientific Council, adopted the "Heritage Alert Programme". This means that when an actual danger is identified, ICOMOS, through the Scientific Committee or the Board, can decide to express its concerns directly to the relevant authorities. This issue is very important and ICOMOS, in its entirety, should learn to better use this "Heritage Alert Programme" in order to take action in a more effective way and thus resolving problems. (remark from Gustavo Araoz)</li> </ul> <p><b>Resolution :</b> The General Assembly takes note of Peter Phillips' report and of the remarks raised during the discussion.</p>			
6	<b>Closing</b>				
6-1	Invitation to the 2016 Annual General Assembly	<p>Ms Iclal Dinçer, in the name of ICOMOS Turkey, thanks the Board for selecting their country to host the 2016 meetings of the Advisory Committee in Istanbul, as well as the next Annual General Assembly. Date proposed : 15-21 October 2016.</p> <p>Projection of a movie on World Heritage sites in Turkey.</p>			
6-2	Vote of thanks	<p>Mr Gustavo Araoz thanks the Vice-Presidents, the Rapporteur and all of the Assembly.</p> <p><b>Resolution :</b> <b>Closing motion supported by :</b> Jan Anderson, USA Lyse Blanchet, Canada Susan Barr, Norway The meeting is closed at 6 :00 pm.</p>			