

AIMA Executive Committee Meeting
Ljubljana, Slovenia / Slovene Ethnographic Museum
Monday, 8 July 2019

DAY ONE

Present in person: Burchill, Secretary General, Member for Canada; Del Porto, Treasurer; Douglas, President, Member for England and AIMA 2020 Reading host; Griffin-Kremer, Member for France, newsletter editor; Horio, Member for Japan; Hughes, 1st Vice-President and Alternate for England and AIMA 2020 Reading host; Ignatowicz Member for Poland (accompanied by Julia observer for Poland); Sosič Member for Slovenia; Watson, Member for United States

Present electronically: Kropp, Member for Germany; Reid, 2nd Vice-President/Member for United States/Webmaster (partial attendance); Sarkar, Member for India (partial attendance)

Regrets: Hion, representing Sild, Member for Estonia

Meeting called to order at 9:22 officially once all online participants were connected

Welcome and approval of agenda by President Oliver Douglas, new business noted and work done since EC India 2018. President Douglas officially thanked the Secretary Burchill and host EC member Sosič for their work in preparing for the meetings.

Update on AIMA 2020 in Reading

- Funding requests in
- Update on responses to call for papers; special interest in decolonizing and colonial systems (notes from President Douglas under separate cover)

Welcome by host Slovene Ethnographic Museum

- Dr. Bojana Rogelj Škafar (especially interested in folk art, was SEM Director 2005-2015, now Collections Director) came to open meeting in place of SEM Director Dr. Tonja Roženberger. Bojana stressed the depth of the museum's ethnographic past and methodology, the role of Boris Orel especially in the ethnographic collecting policy (objects + the people who understand them), that meeting organizer Barbara Sosič has been working on bio-technologies, including genetics, but also on small local breeds (they have a special program beginning at the moment on goats) and intangible heritage.
- Barbara Sosič (Head of SEM Agricultural Collections), meeting organizer, gave us a brief welcome.
- Sonja Kogej Rus, Head of Educational Programs, also came to welcome the Monday afternoon attendees.
- It should be noted with appreciation that the Director, Dr. Tonja Roženberger attended full day excursion Thursday to make acquaintance and advise.
- Adela Pukl (SEM) presented a PowerPoint on work-in-progress on Intangible Cultural Heritage in Slovenia, see <http://www.nesnovnadediscina.si/en>

Communications

Newsletter: Griffin-Kremer advises there could be two further newsletters, N°15 for December 2019 or January 2020 and N°16 closely following Reading 2020 in September 2020. Recommendation is that communications should diversify after newsletter 16 with blog posts and the promotion of articles via social media.

Griffin confirmed that she sends the newsletter to a network of 200 (most of whom have a private note from her). Future communication tools need to be less dependent on the time and energy of one EC member.

- Del Porto wants more links and less text in newsletter.
- Douglas notes that Google function will work around requirement of permission to receive group mailing.
- Watson asks if newsletter and other communication could be searchable.
 - Bring forward action: Griffin-Kremer intends to make an index of newsletter.
 - [Action: Griffin to prepare a list of past contributors to newsletter for future member recruitment in advance of AIMA 2020](#)
 - [Action: Newsletter 14 needs to be distributed to official member list – completed by D. Mongeon at CAFM.](#)

Blog posts:

- Kropp and others; first blog post and protocol have been ready since February 2019
- Reid confirms that website has already been adjusted to host blog postings
 - [Action: need to re-examine the calendar schedule for contributions and request that certain members of EC and advisors cooperate in making a peer review of each post.](#)
- Douglas notes that blog content will remain online and be searchable. Would like to investigate a formal index be made into a student project.
- Kropp points out that the position of the blog spot on the website should be more prominent.
 - Reid has done this and will send information to Kropp on how to see it best
 - Douglas suggests calling blog spot “news” and putting it in header and notes need to set up schedule. Reid will consult with Parry and Kropp on how to clean up any remaining problems with blog posting.
- Kropp suggests using blog to welcome new members. Kropp also suggests that new members be asked to send a 5 line intro and pics regarding their work in ag museums/history/research
 - Douglas suggests doubling welcome through Twitter.
 - Reid to ask A. Parry to put “news” up on the banner and fix blog page banner (done)
- Kropp is on Instagram and will inform how to use (question from Douglas). Burchill notes we need Twitter icon. Ignatowicz requests topics be listed in French, Spanish.
- Burchill notes blogs need keywords to make searchable.

Website:

- Reid has everything ready for blog postings, new banner has been inserted by Parry (web technician), as well as several other improvements in functioning.
- Tools & Tillage project is well underway. Kropp has sent full copy of journal to University of Heidelberg for scanning, volumes will appear on their website with

credit to AIMA and EXARC for initiative and collaboration, with special thanks to Grithe Lerche for permission to make the journal accessible. Kropp notes it is best not to announce until digitalization work is finish

- Griffin officially thanks Kropp, Reid and Grete (?) for their work to make this rich resource accessible
- Reid suggests that we use this model for future congress and AIMA docs
- Burchill suggests large-scale announcement through blog when T&T is up and running.
- Recommendation that new content be accompanied by two lines in alternate language (author's first language if not in English) and tag words
- There is no postal contact information on website and this may be necessary, at the COMPA Chartres, but they cannot handle any correspondence for AIMA.
- Work on privacy statement/policy (compliance with European Open Access) currently under way. Griffin-Kremer notes that Linguee has all EU regulation translations of privacy statements. Reid and Parry are consulting on privacy statement; Parry has suggestions on how to simplify, modernize member information. Hion had agreed to review the statement from a European perspective.
 - Del Porto recommends that similar privacy statements be included on new membership forms along with an opt in option for communications
 - Burchill notes that CAFM membership forms have opt out function for mailings which have worked well.
 - [Action: Burchill to share opt out option from CAFM.](#)

Social Media:

- Douglas has been trying to post and share tweets but there is not a sustainable cadence yet. Thanked Kropp for posts during World Ploughing Championship 2018. Twitter reporting ongoing at #LjubljanaAIMA2019.
 - Griffin-Kremer suggests having article on Twitter accessibility in newsletter N°15
 - [Action: Douglas will work on a social media plan and to send login in details to EC.](#)

Languages/translation:

- Griffin-Kremer notes that several newsletter articles originally in French are posted on the website and this will continue for other authors who wish.
- For Reading 2020 presenters should give a full-page summary in English, if they wish to present in their own language and this can serve for publication of the proceedings alongside the requirement for an abstract. NB that policy in Estonia 2017 was “all English”, but this was not totally complied with and unnecessary, if presenters used English in PowerPoint and provided English summary.
- Agreement that proposed cost for simultaneous translation is prohibitive and beyond capacities of Reading University to provide or pay for this service. Douglas notes that more language translation in communications should have repercussions on membership fees.
- Recommendation is to clearly state a minimum language commitment for presentations on website and AIMA 2020 documents.

Statutes

- Burchill will put Statutes as the theme of an upcoming EC videoconference.
- Hughes asks if institutional membership 3 votes = proxies?
 - Action: Proxies clarification will be discussed well in advance of AIMA 2020 and will provide clear instruction in the note to members.

AIMA Rebranding

- Design work was contracted by a company working for MERL Reading 2020 congress. Cost thus far estimated at 1000€ or 1800€ ???.
- **Decision record:** Congress will be called “AIMA 2020”, not older “CIMA”.
- Presentation and discussion of two proposals, one round/leaves design, one zig-zag/furrows design. Deficit of agreement, so Douglas will request designer to work on tweaking both proposals to discuss later. Emphasis to be given to legibility and using logo for letterhead, web and social media.

Member recruitment

- Burchill notes that content production is most important attraction.
- Watson asks if UNESCO Intangible Cultural Heritage list can be used.
 - Douglas will request UNESCO put AIMA on list of groups supporting ICH.
- Douglas and Griffin-Kremer note that South Africa should have museums interested in AIMA. Sosič notes that search should extend to ethnography and history museums with agricultural collections. Del Porto notes that French candidate as head of FAO lost out to Chinese candidate.
- Griffin-Kremer reads out list of AIMA members who agree to be on an “advisory committee” pending more official involvement in EC in 2020.
 - Bring forward action: Griffin and Burchill to organize a follow up for pre-AIMA 2020 outreach to new and interested EC advisors.
 - Action: ALL EC members are to forward member letter to 4 or 5 personal contacts in advance of 2020.

AIMA congress 2023 and 2026

- Sarkar assures that India is ready to host event. EKG AON technologies also interested in supporting an upcoming congress along with 4 southern states in India.
 - Douglas requested Sarkar provide a written summary of 2023 project.
 - Action: Sarkar to provide a written confirmation that India proposes hosting AIMA 2023.
 - Considering that India venue would be too expensive for travel by many European members, Douglas and Griffin-Kremer suggest that some participation be activated through webinars/live streaming.
- Griffin-Kremer suggests thinking about having congresses every two years (2022 and 2024) instead of every three, adjourned for later consideration.
- Watson notes possible EC joint meeting with ALHFAM in 2020 (ALHFAM 50th anniversary in Boston) or 2022.
- Kropp suggests EC in Germany in March or October 2021 or 2022. Reid notes that an AIMA EC meeting could be held in conjunction with an ALHFAM *regional* meeting, perhaps in Ohio 2021 or at The Henry Ford in Michigan 2021.
- Sosič says the SEM would consider hosting 2026, but she cannot organize alone, more in-museum support may be possible. May be an option to have a joint event with the yearly spring ethnobotany conference.

- It was recommended that AIMA EC should request proposals from other venues for future congresses – and that May and September dates be considered for better accommodation prices even though some venues require the summer dorm accommodations for participants.

AIMA congress 2020

Douglas notes that it could be possible to engage Erasmus funding, *IF* the congress is defined as a training opportunity to build skills and networks. To this end it is important that all documentation use the term congress instead of conference.

Meeting adjourned at 16:24.

Tuesday, 9 July 2019
Slovene Ethnographic Museum
Ljubljana, Slovenia

DAY TWO

Present in person: Arnold-Forster, Director MERL (observer for Museum of English Rural Life hosting AIMA 2020); Burchill, Secretary General, Member for Canada; Del Porto, Treasurer; Douglas, President, Member for England and AIMA 2020 Reading host; Griffin-Kremer, Member for France, newsletter editor; Horio, Member for Japan; Hughes, 1st Vice-President and Alternate for England and AIMA 2020 Reading host; Ignatowicz Member for Poland; Sosič Member for Slovenia; Watson, Member for United States; Julia observer for Poland

Present electronically: Kropp, Member for Germany; Sarkar, Member for India (partial attendance), Hion, representing Sild, Member for Estonia (partial attendance)

Regrets: Reid, 2nd VP/Web/Member for United States

Meeting opened by SEM Director Dr. Tonja Roženberger. MERL Director, Kate Arnold-Forster is welcomed as guest attendee for the day and emphasized that the MERL has very fine connections with Chinese museums, so will push for congress attendance with them.

AIMA EC composition

Roles and responsibilities discussion:

- Formal positions with tasks were suggested – Membership officer, Promotions/Media officer (or “engagement” officer), Web Master, Policy/Planning Officer, Content Development Officer, Congress Coordinator
 - Griffin referral for Membership and Reid referral for Policy/Planning based on their many years of expertise
 - Burchill asked if there were specific skill sets currently missing on the EC and that recruitment be prioritized to fill those gaps.
- Del Porto notes that French law recommends (does not require) that the *vérificateur* (auditor, official controller) should be outside the board. Discussion was held that of the three financial auditor positions, two be external and one would be on the EC.
 - Action: Need to set up template for 2020 responsibilities.
 - Action: Request Sild provide report on ICOM Kyoto October 2019
- It was noted that there has been no correspondence from Dr Petre for a significant amount of time other than an electronic acceptance of Treasurer Report. A suggestion was made to send a letter asking for his intention to re-engage with the AIMA EC in French
 - Secretary to draft a letter in French and send it to the Museum in Romania.
- Ignatowicz noted that language and technical barriers may prevent some EC members from participating in EC teleconference/videoconference sessions. Burchill reminded all EC members that the advance agenda is circulated in order for EC members unable to participate in real time to do so in writing in advance.
 - Action: Secretary to ensure that all agenda notifications invite EC members to send comments, ideas or concerns in writing in advance of meetings.

- Hughes noted that there is a continuity challenge between congresses. Griffin recommended that a new “Past President” or VP Advisor role be added in order for the transition and transfer of knowledge between congresses – this will also help with succession planning.
- The rotation and terms of office were also discussed. A review of the rotation order that was established in Poland in 2016 proceeded:
 - 2017 Horio
 - 2020 Cropp (replacing Batz), Reid and Del Porto
 - 2023 Burchill, Sild, Ignatowicz (replacing Dr Mackowiak)
 - 2026 Hughes/Douglas, Sarkar
 (It should be noted that the auditors Sosič and Watson were not in the rotation)

AIMA connection with COMPA Chartres

Archives: COMPA managed by region and works with other museums.

- Griffin-Kremer notes they in no case wish to have paper archives, digital is sufficient. AIMA official contact at COMPA says there is no threat of change of location in the next 3-4 years. They will keep us informed of developments.
- Douglas suggests giving COMPA an honorary institutional membership.
 - [Action: Send a complimentary institutional membership with thank you letter to COMPA for the ongoing agreement to be the legal mailing address.](#)
- Del Porto states that hard copies of General Assembly Report in French needs to be submitted to official archives at COMPA
- Ignatowicz notes that National Museum of Agriculture, Szreniawa, Poland, has full AIMA proceedings, if ever it were possible to scan those to put up online.
- For student working on AIMA history, Joao Rocha, the MERL has all 1976 congress documents. Kropp will ask Heidelberg if university could keep AMA and all AIMA proceedings.

Risk Record:

- Website and google shared drive could become corrupted. Hard copies are not encouraged at COMPA. There is a need to have hard copies of some records.
 - [Action: Burchill to print out recent newsletters and videoconference summaries. Further discussion required for long term retention beyond electronic documentation.](#)

Treasurer’s Report

Must be approved in the Reading 2020 General Assembly.

Balance of 4941.10 euros and summary of transactions supplied. Approved by auditing committee (Watson, Sosič, Petre).

- It was noted that there are at least two outstanding commitments (Arfon/web and logo design)
- Nothing had been received for EC meeting costs in Slovenia. Sosič confirmed that there were no additional costs to be covered by AIMA account.

Budget 2019-2020 was discussed. President Douglas summarized potential budget investments:

- i. Translation of AIMA 2020 keystone documents

- ii. Translation of featured content for newsletter and website
- iii. Subsidization for AIMA 2020 participation (would require an AIMA rep for Acceptance Cttee)
- iv. Keynote speaker

Decision Record: It was agreed that up to 1400 euros could be invested on the above activities

- [Action: Membership fees for 2020 to be discussed during a future videoconference in advance of renewal letters going out.](#)

Strategic Planning

Review of 2016 Strategic Plan.

- Need more contact with FAO, promote AIMA support and engagement with SDGs (UN Sustainable Development Goals): this subject could be linked to panel discussion at Reading 2020. Include Agricultural History Society, French AHSR (Association de l'Histoire des Sociétés Rurales -> Jean-Marc Moriceau), UNESCO ICH. Reading will have a scientific committee and will ask Farmers' unions in England, Scotland to attend, other potential attendees (Soil Association, cultivar association, local groups). Watson suggests inviting Paul Starkey and Dick Roosenberg to talk about FAO.
- Working groups/networks of practice: historically do not work. Watson on the PIGs (ALHFAM's professional interest groups) that do work. Use working groups for Reading 2020, but not as ongoing groups and see the panel sessions suggested by Reid
 - reproduce the agricultural film database/Peter Moser et al at EURHO September 2018 and the topic "agriculture and environment, can they mate?"
 - Griffin-Kremer suggests panel discussion around Scott book *Against the Grain* involving historians, ethnologists, archaeologists, museum professionals)
- Benefits of collaborating with inter-disciplinary and multi-language groups – could include humanities, artists, etc.
- Other groups or conferences that AIMA should proactively promote/participate in: Griffin-Kremer notes long connections and reciprocal announcements of events with SFLS (Society for Folk Life Studies), AHSR, EURHO, EXARC. Reid suggests asking EXARC if they could have an AIMA delegation at one of their meetings. Griffin-Kremer suggests same for SFLS.
 - [Action: have SDGs visible on the AIMA website and ensure that UNESCO/ICH/FAO links are obvious on the website. Highlight the relevance to the AIMA mission.](#)

AIMA requirements for upcoming congress

- 1-4 Open solicitation for future conferences/congresses
- 1-6 AIMA EC will act as Scientific Cttee for AIMA 2020
 - Future congresses will have a recommendation to have a working group for congress content
- 2-e Evaluation of congress will be required
- Membership renewals to be performed November with a reminder in January – focus on the upcoming congress

Objective 3 Action Plan:

- 3-2 Will recommend this change to promoting best practice

- This could be a AIMA 2020 session on endangered collections (David Viner mentioned)
- 3-a FAO outreach – an invitation to AIMA 2020 should be sent from President
 - Action: President to work with Secretary to extend an invitation to FAO
- 3-b Viner presentation or a panel on ICH in India or Slovenia or Paul Starkey on FAO with adapted knowledge transfer for collections and intellectual property – could inform contemporary food security issues
 - Action: Burchill to add second version of Strategic Plan to the shared Google drive.

Resource sharing between AIMA and ALHFAM

Watson shared a skills and knowledge video (STP) from ALHFAM. Watson proposes that ALHFAM allow AIMA members to access A.S.K., propose official exchange and gives short presentation of new ALHFAM development project “Skills Clips” (transmission of very basic skills among living history/museum professionals). He suggests sending all AIMA newsletters to ALHFAM officially; they may be able to scan AIMA proceedings, so compare with possible offer from Heidelberg through Kropp. Douglas will write formal request to ALHFAM for official exchange of full membership.

- Action: Watson to confirm who in ALHFAM should be sent the links to AIMA newsletters and content.

Other Business:

1. Forward agenda items were discussed:
 - a. Liability for EC members
 - b. Talent/I.P release forms or licensing agreement form for upcoming publications
 - c. Membership fees

President Oliver Douglas officially adjourned the EC meeting at 16:04 (the end of the day on Tuesday).

It should be noted that the following two days included a wonderful study trip for a future congress. The itinerary is available under separate cover.

For reference: Slovenia contacts and hosts

Barbara Sosič (SEM)

Boštian Plut (“history hack” tour of Ljubljana)

Adela Pukl (ICF presentation during EC meeting)

Gregor Mlakar (Heritage breed expert -- cattle breed is Cika)

Rezka Maci (cheese lady at mountain summer pasture, 92 years old)

Pija summer pasture museum house

Danijela Ambrožič (beekeeper at Kralov med, Bled, www.kralov-med.si)

Jakob Kajdiž (Bled boatman and boat Planika “Edelweiss”)

https://www.infobel.com/fr/slovenia/jakob_kajdiz_s_p/bled/SI100161366/businessdetails.aspx

Janez Rus (Lipizzaner stud farm Director) <https://www.lipica.org/en/news-list/2015/05/474-This-wonderful-horse-celebrating-the-435th-anniversary-of-the-Lipica-Stud-Farm>

Franco Cossutta (Fishing Museum tour and lunch in Trieste, Italy)
Igor Gustinčič Restaurant Bitra -> Farm restaurant