

9TH MEETING OF THE MOWCAP BUREAU

Minutes of Meeting

Dates: 2 – 4 February 2009

Venue: National Archives of Thailand, Bangkok

Present: Mr. Ray Edmondson (Chairperson)
Ms. Carmen Padilla (Vice-Chairperson)
Ms. Helen Swinnerton (Acting Secretary-General)
Dr. Susanne Ornager (UNESCO Advisor)
Dr. M.R. Rujaya Abhakorn (Goodwill Patron and Chair of the Register Sub-Committee)
Prof. Eun-su Cho (Chair of the Editorial Sub-Committee)
Mr. Simon Chu (Special Advisor)
Ms. Sarah Choy (Special Advisor)
Mr. Richard Engelhardt (Special Advisor)
Mr. Jinsung Jeon (National Commission of Korea)
Mr. Nick Deocampo (Editor of the Coffee Table Book)

In Attendance: Ms. Hanizah Jonoh, Representative of National Committee of Malaysia

Absent: Mr. Akira Genba, Special Advisor from Japan

1. Welcome and opening

Attended by the Deputy Permanent Secretary, Ministry of Education, and the Chair of the Thai National Memory of the World Committee

The hosts of the meeting, the Thai National MOW Committee welcomed the Bureau. Professor Kyunying Maemas Chavalit gave an address on behalf of the Thai MOW Committee thanking the Bureau for their work to-date and wishing the Bureau a fruitful meeting. Susanne Ornager and Ray Edmondson responded on behalf of MOWCAP, thanking the hosts for arranging an excellent programme and thanking the Thai National Committee for their work.

2. Adoption of the Bureau Meeting agenda and the rapporteur

The agenda (appendix 1) was adopted and Ms Swinnerton was appointed as rapporteur

3. Review of arrangements for the meeting

Dr. Prachark Wattananusit, Secretary of the Thai National Committee of MOW detailed the schedule of the meeting and minutes of the Bureau over the 3 days.

4. Confirmation of Minutes of 7th and 8th Bureau meeting (Canberra)

No minutes of the 7th & 8th Bureau meeting had been kept and reference was therefore made to the agenda paper documenting the items covered, including confirmation of the

6th Bureau meeting minutes. Members confirmed acceptance of the paper without amendment.

5. Noting of the minutes of the Bureau and MOWCAP General Meeting

The minutes of the 3rd MOWCAP General Meeting in Canberra were noted.

6. Matters arising from the minutes of the Bureau and 3rd MOWCAP General Meetings

Required follow-up actions were noted:

Completeness of the MOWCAP minutes

In order to complete the minutes, the need to add any missing documents in the appendix of the 3rd MOWCAP General Meeting was noted.

Role of MOWCAP in the global structure (Section 12 of the MOWCAP 3rd General Meeting Minutes)

The Chair reported that Ms Springer had been present at the General Meeting and together with the participants had discussed the role of the MOW regional committee in the MOW structure:

Section 12.2: MOWCAP to actively assist countries in need by organizing a workshop or seminar on the MOW nomination procedures and other useful tips – it was noted that Mr Jeon would report on this under agenda item 13.

Section 12.4: The Bureau had been tasked with monitoring and mentoring National Committees in the region, particularly acting as an intermediary body through the collection of annual reports from all National Committees for UNESCO HQ. The Chair noted that the Bureau would discuss in the meeting, how this process would be implemented and managed.

Distinction between the Registers (Section 14 of the MOWCAP General Meeting Minutes)

The distinction between the International, Regional and National Registers is based on the geographical impact and influence of the documentary heritage. However the geographical impact can be hard to measure and to support the MOWCAP members the Bureau needs to elaborate the role of the different registers.

Bank account (Section 16.3 of the MOWCAP General Meeting minutes)

The General Meeting had resolved to register MOWCAP as an association under the Societies Ordinance of Hong Kong, for the purpose of establishing a legal personality and the ability to manage a bank account, to receive donations and income. Mr Chu reported that before the account can be opened, UNESCO HQ need to confirm the current legal status of MOWCAP and whether MOWCAP can establish a legal personality separate from MOW. This advice was outstanding since the General Meeting.

Ms Choy outlined the options available for MOWCAP to register as a legal entity under Hong Kong law. The most simple and cost effective option would be to register as a society and to then apply for charitable status for tax exemption. Alternatively,

MOWCAP could register as a limited company, which would free Bureau members from any liability but would require an established address and the compilation of annual returns verified by an authorized auditor.

The Bureau agreed that registration as a society was the most suitable option for MOWCAP but that first Mr Chu and Ms Swinnerton would clarify the current legal status of MOWCAP with Ms Springer. On the suggestion of Dr. Ornager, the Bureau agreed that in the meantime any MOWCAP donations would be received by UNESCO on behalf of MOWCAP and added to the MOWCAP budget line of the UNESCO Bangkok Office, tax free. Once the MOWCAP bank account is established, any funds would be transferred.

7. Presentation and discussion of Bureau Reports

The Chairperson (Mr Edmondson), Secretary-General (Ms Swinnerton), Regional Advisor (Dr. Ornager) and Register Subcommittee Chair (Dr Abhakorn) tabled their reports at the meeting (see appendix 2.) Dr Abhakorn in his role as Goodwill Patron for MOWCAP reported that Vietnam have now established a National Committee.

8. Discussion of reports from National Committees and observers

Ms Padilla reported that few annual reports on the activities of National Committees had been received, partly owing to difficulties of identifying accurate email addresses. Ms Padilla tabled reports from National Committees in Tajikistan, Thailand, Iran, Philippines and Vietnam. Ms Jonoh and Mr Jeon tabled reports for Malaysia and Korea respectively (see appendix 3 for reports*). Dr Rujaya reported that he is working with Cambodia on the development of a National Committee, targeting launch in March.

Mr. Edmondson gave an update of the activities of the Australian National Committee, noting the major programme to revamp the Committee's website and the call for the new round of national register nominations. The National Committee meets in Canberra but is conscious of representing interests across the country and begins each meeting with a telephone conference to those not able to attend in person. In addition, workshops had been held in Darwin. Funding of the Committees activities is constrained with a small budget from the UNESCO National Commission and surplus funding from the 2007 Canberra meeting of MOWCAP.

* The report of Uzbekistan was later received and is included in Appendix 3

9. Coffee Table Book Project: briefing on working meeting and discussion on content

Prof. Cho briefed the Bureau on the decisions of the working meeting of 3 February 09 (see appendix 4 and minutes of Editorial subcommittee.) Mr. Edmondson further explained that UNESCO HQ support the project and see the MOWCAP book as the first in a series of MOW publications. The publication will be a partnership between the publisher, John Libbey and the Publication Division of the Information and Communication section, UNESCO, HQ and that whilst a contract has not yet been signed, the parameters have been agreed.

10. Asia Pacific Regional Register: next intake and other issues

The Fourth General Meeting of MOWCAP would take place before 10 March 2010 and would include confirmation of the successful collections registered on the Asia Pacific register from the next round of nominations. The cut off date for receipt of submissions for the next round would need to be 31st October 2009.

The Bureau agreed that communication for submissions would be an email invitation from Mr Edmondson and in addition, information about the process would be included on the MOWCAP website. Submissions should be made to the Ms Swinnerton for filing and copying to Mr Abhakorn.

The Bureau discussed in detail, whether it was appropriate to publish the nominations on the MOWCAP website, as is the practice with the International Register. Mr Edmondson explained that publishing the nominations and minutes of the MOWCAP Register Subcommittee would provide a transparent record of the decisions made and not a record of the reasons for the decisions. There was concern, however, that publication of this information may discourage support for the Regional Register amongst member states uncomfortable with this process.

It was agreed that for this round of nominations the following procedure would be followed:

- The nominator country and item only would be detailed on the website
- The Register Subcommittee would review the nominations and seek any additional information needed from the nominators
- The Register Subcommittee will then finalise its recommendations to the MOWCAP General Meeting (in Macau next year)

Nominations that are not recommended on this occasion may, if potentially eligible, be referred back for development and consideration in the next the round.

11. MOWCAP website – general discussion and possible redesign

The Bureau considered the objectives of the MOWCAP website and how it could be developed to support communication with member states and also engage the general public. Ms Swinnerton highlighted that the design of the MOWCAP website and logos used, differ from the MOW pages of the UNESCO site and raised the question of whether introducing consistency between the two sites would support visitor navigation and authentication of the MOWCAP site. Ms Ornager mentioned that UNESCO HQ was attempting to standardize the design of the organizations websites and that the organizations template could be used by MOWCAP. Suggestions were also made for the development of the website content. Ms Swinnerton will review the list of suggestions and make recommendations to the Bureau.

12. Forthcoming MOW Workshop in Seoul – briefing and progress report

Mr Jeon reported on preparations for the training workshop being held in Seoul from 18 – 20 February for the Asia Pacific Region. The workshop is being jointly organized by UNESCO, Korean National Commission for UNESCO, The Ministry for Health, Welfare

and Family Affairs and The Cultural Heritage Administration of Korea. Nine member states, that have not yet registered their documentary heritage to the registers, plus Pakistan, will attend the workshop for support in preparing their applications for nomination to the international register. Mr Edmondson thanked Korea for the work and resources they had invested in building the workshop which would support other member states.

13. 4th MOWCAP meeting in Macau, early 2010 – progress report.

Mr Chu updated the Bureau of arrangements in progress for the 4th MOWCAP General meeting which will be hosted in Macau by the Macau Heritage Foundation. With regards to funding, the Heritage Foundation is currently considering the funding requirements advised by Mr Chu, including accommodation for the MOWCAP Bureau members, the venue, lunch etc.

In addition, Ms Ornager reported that the UNESCO Bangkok office have a budget of US\$10,000 to include flight costs for the Bureau. Owing to the UNESCO financial calendar, the UNESCO budget would need to be spent by the 15 March and therefore the Bureau agreed that the meeting would be held at the end of February or early March. The Bureau also agreed to consider whether further funding support should be requested from National Commissions, which could perhaps be used to fund representatives from member states where resource support is needed.

The next steps were agreed – to confirm the dates for the meeting over a period of 4 days (including a one day Bureau meeting, two days for the General meeting and a day tour); to identify accommodation options; advise people of the dates; post details of the meeting on the MOWCAP website and form a group to organize the conference schedule and content.

14. UNESCO Volunteer for peace presentation on “MOWCAP and Peace”

Two volunteers at UNESCO Bangkok, Tu Alfonso and Taweef Kashoo, gave thought provoking presentations on the sub-questions ‘How important do you think it is to protect documentary heritage and to protect memory? Why? Also, how can documentary memory and peace support each other?’

The Bureau thanked the volunteers for their presentations and discussed the possible role of MOWCAP in supporting the preservation of humanitarian and peace related documents. Opportunities discussed included working with the ICA to identify what is already being done and how MOWCAP can help, for example, guidelines on the kinds of records that should be preserved, the inclusion of information on the MOWCAP website of records in danger and the development of a list of records known to be lost and missing in the region.

15. Follow up from International MOW Conference

Mr Edmondson reminded the Bureau of the proclamation made at the 3rd International MOW Conference, that MOWCAP would take forward the idea of developing a methodology for complementing the UNESCO programmes relating to tangible,

intangible and documentary heritage. Ms Ornager explained that currently the three programmes operate independently from one another and that she and Mr Engelhardt believe the programmes would be enriched from working together to utilize their synergies and to tell history from all three sides. The papers circulated prior to the meeting, which an intern from Milan had produced, were highlighted as giving specific examples of such synergies.

Ms Ornager asked the Bureau for support to develop a thought paper on the methodology for synergizing the three UNESCO heritage programmes. It was reported that the UNESCO ADG for Culture is supportive of the idea thus providing an opportune time to submit a paper. Ms Ornager explained that resources would be required to develop the thought paper and suggested that MOWCAP could ask UNESCO for funds for a person for 6 months at USD 4,500 per month.

The Bureau agreed that Mr Edmondson, Ms Ornager, Mr Engelhardt and Ms Swinnerton should define a resolution of support for the programme, which will be designed for the Asia Pacific and the principles could be extended to other regions.

It was *resolved* that the Bureau would strongly support an approach to UNESCO to provide the funds for a 6 month internship (at an estimated USD 4,500 per month) to develop the paper, noting that MOWCAP and the Bangkok office was implementing a responsibility assigned to it by the 3rd International MOW conference.

Mr Abhakorn reported that he would approach the Thailand National Commission for UNESCO to provide financial support for an intern at the local rate to assist Ms Ornager in developing the thought paper.

16. Other international MOW matters:

16.1 IAC meeting to be held in Barbados, July 2009: Mr Edmondson reported that he will represent MOWCAP at the meeting and will report on behalf of the committee. The IAC meeting will discuss nominations for the International Register from Asia Pacific member states. In addition, the Manual for Nominators being developed by the RSC should be tabled at the meeting.

16.2 IAC_RSC meeting held in Paris, December 2008: Mr Edmondson and Dr Rujaya are members, Mr Edmondson attended the meeting; Dr Rujaya was unable to attend and submitted his comments by email. The RSC discussed over 50 nominations for the International Register and will submit their recommendations to the IAC meeting in Barbados in July.

16.3 PARBICA to hold a conference in Brisbane 14th October 2009: Mr Edmondson will attend and will include a MOW workshop.

16.4 Jikji Prize 3rd award ceremony: The ceremony will be held in September 2009 in Cheongju City, the Republic of Korea, in parallel with a MOW regional workshop there. The IAC meeting in July will choose the winner from the shortlist of nominations.

17. Fundraising, Support and Sponsorship

Ms Choy led a discussion on how MOWCAP could organize fundraising and sponsorship. It was agreed that Ms Choy would lead an unofficial group in Hong Kong of Mr Chu and Ms Swinnerton to discuss the development of fundraising tools, such as a pamphlet or presentation and also to discuss potential projects for sponsorship.

Mr Deocampo briefed the Bureau on the fundraising and educational programme co-organised by the UNESCO Bangkok office and the Philippines National Committees. The educational programme is an attempt to raise awareness of secondary school students of MOW. Methodology and teaching materials will be tested in selected schools in the Philippines, Singapore and Thailand. Teacher training is planned for Singapore and Thailand in June. Trained teachers will then pass on their MOW knowledge to their students who will attend a film production workshop with a view to producing short films on documentary heritage. All films will be submitted to a competition and winning entries will be awarded cash prizes. Malaysia was eager to join the programme and will liaise further with Mr. Deocampo. Prof. Cho also indicated South Korea's interest.

18. General review: roles, structures, opportunities, functions of the Bureau

Mr Edmondson asked the Bureau to consider whether any changes to the statutes of the Bureau should be made, as any changes would need to be prepared for approval by the General Meeting in Macau in March 2010.

The Bureau currently comprises the Chair, Vice-Chair and Secretary General and the Regional Advisor. Mr Edmondson stated that he would like to suggest the appointment of an additional Vice Chair and would also like to include the Subcommittee Chairs officially in the Bureau. Ms Ornager highlighted that without further funding for Bureau meetings it would not be practical to extend the Bureau as the statutes required an annual Quorum consisting of the majority of the Bureau. Mr Edmondson suggested that changes to the Quorum statute could offer a solution.

It was concluded that the Bureau should continue the discussion over email and that for all practical purposes the group present at this meeting is the "extended Bureau."

Mr Edmondson summarized the functions and objectives of MOWCAP going forward:

- To plan and encourage National Committees for every country
- To enhance communications with Member States including an informal newsletter to be developed and communicated by Ms Padilla as the key liaison point with National Committees.
- To develop a standard template for the annual reports submitted by National Committees.

Regarding the Editorial Subcommittee, Ms Cho enquired whether she was able to review and change the members list, to include Ms Cho, Mr Deocampo, Mr Chu and Ms Choy. The Bureau agreed and also extended the remit of the subcommittee to cover future publications as well as the coffee table book and renamed it the 'Publications Committee.'

19. Any Other Business

Mr Chu reiterated his appeal to MOWCAP to support the objective of an archival law for Hong Kong. The Bureau agreed to pass a resolution to be drafted by Mr Chu and Ms Swinnerton and to write a letter to the CEO of the Hong Kong Government asserting the need for such a law.

It was *resolved* that the Bureau would support efforts to petition the Hong Kong Government to introduce a public records law, noting that such legislation is important for promoting the preservation of documentary heritage and inline with MOWCAP objectives.

20. Next meeting

The next meeting will be held in Macau at a date to be confirmed.

21. Thanks were made to the Chair and the meeting was declared closed.