

**Report of the Secretary /Treasurer  
July 2016 – October 2017**

**1. Finance**

DEMHIIST account is under the umbrella of the ICOM account in HSBC Bank in Paris so, for that reason all payments are made by bank transfer using the e-banking system HSBCnet. Moreover, all payments are created by me and validated by John Barnes (DEMHIIST Chair). We counted on Florian Courty's (ICOM Administration and Finance - Management Accountant) and Isabelle Demageon's (Head of Finance and Human Resources) assistance whenever we required their experienced knowledge. DEMHIIST financial statements were approved by the 29<sup>th</sup> January.

**1.1. Account**

Our accounting has been made in the currency of Euros and I present our accounts in line with the ICOM financial year (January – December). At the start of the financial year, the balance of the DEMHIIST account was **€17,929.40**.

<b>a. Opening balance 1st January 2017</b>	<b>€17,929.40</b>
<u>Income</u>	
ICOM subvention	6,366.00
ICOM Special Projects Grant	3,000.00
<b>b. Total income</b>	<b>€9,366.00</b>
<u>Expenses</u>	
Spent to date:	
- Postage	21.80
- Secretariat	132.58
- Gifts	36.90
- Portuguese affiliated event - Sintra	214.45
- Italian affiliated event	500.00
- Bank operating expenses	73.20
- Board members' support fund	534.84
- Jeanne Watson Bursary to Paulo Corrêa	1,000.00
- ICOM young member conference fee to Milja Stijovic	337.09
- Mexico City Training Course	1,200.00

Committed to date:	
- Publications	1,200.00
- Completion of the website	1,000.00
- DEMHIST/CECA London conference	3,000.00
- Mexico City Training Course	1,800.00
- ICOM Special Projects Grant to Mexico City Training Course	3,000.00
- Bank operating expenses	500.00
<b>c. Total expenses to date</b>	<b>€14,550.86</b>
<b>Current balance (a + b – c)</b>	<b>€12,744.54</b>
<b>Restricted fund (Jeanne Watson bursary)</b>	<b>€5,513.24</b>
<b>Unrestricted fund</b>	<b>€7,327.66</b>
<b>Plus held in petty cash</b>	<b>€43.83</b>
<b>TOTAL</b>	<b>€7,371.49</b>

Explanatory notes about the income:

On 29<sup>h</sup> March DEMHIST received 6,366.00 euros from the ICOM annual subvention. This amount is taken from the membership fee and ICOM's basic funding for the committee. In fact, it is a short budget, for that reason board members are aware that if DEMHIST wants to assume future projects and meetings, that is only going to be possible through partnership and alliances. Actually, a large percentage of our activities are supported by local partners, sponsors and local teams.

On 12<sup>th</sup> March DEMHIST received €3,000.00 from ICOM Special Projects Grant to support DEMHIST Mexico City Training Course that is going to be held from 6 -17 November 2017.

Explanatory notes about the expenses:

Last year DEMHIST received a donation of €6,513.24 euros from William Watson to be applied as scholarships to young professionals in remembrance of Jeanne Watson's memory. This year we granted Paulo Celso Liberato Corrêa from Rio de Janeiro, Brazil with €1,000.00. We intend to grant a young member each year with €1,000.00 approximately.

DEMHIST is going to give €3,000.00 to DEMHIST / CECA London conference, held from 14 – 18 October 2017.

This year, only Portuguese and Italian National Groups asked for funding their activities. Therefore, we spent €714.45.

From the amount of 1,000.00 euros from the board members' support fund it was paid 534.84 euros to help Elsa Rodrigues attending the DEMHIST Board Meeting in Copenhagen in March and the ICOM Meetings & DEMHIST Board Meeting held in Paris in June.

## **2. Documentation and proceedings**

Unfortunately, once more I have to say that the proceedings of Compiègne conference held in October 2014 and the proceedings of Mexico City conference held in October 2015 were not launched yet. On the other hand, the proceedings of Milan conference held in July 2016 are almost ready for a PDF format version as well as for a black and white printed version. It is expected to have them ready shortly. Its lay-out is being made in Lisbon and few samples are going to be printed in Portugal as well. Moreover, the PDF format will be distributed and people will be able to print-off the entire publication from their computers.

About 43 samples of DEMHIST conference proceedings «Historic House Museums as Witnesses of National and Local Identities: Acts of the 3<sup>rd</sup> Annual DEMHIST Conference, Amsterdam, 14-16 October 2002» were sent to Fondazione Adolfo Pini to be distributed during the ICOM-DEMHIST conference in Milan.

DEMHIST proceedings «Historic House Museums as Witnesses of National and Local Identities: Acts of the 3<sup>rd</sup> Annual DEMHIST Conference, Amsterdam, 14-16 October 2002» and «Places for reflection: Museums as connectors of cultures, times, people and social groups: Proceedings of the 14<sup>th</sup> Annual DEMHIST Conference, Rio de Janeiro, 12-17 August 2013» were offered to the Steering Committee of the Chicago conference 2018, namely Daniel Ronan (Manager of Public Engagement of the National Public Housing Museum), Lise Dubé-Sherr (Executive Director of the Richard H. Driehaus Museum), William Tyre (Executive Director of the Glessner House Museum, Anne Hill Bird (Executive Director of the Charnley-Persky House Museum), Zac Bleicher (Executive Director of the Edgar Miller Legacy) and Constantine Jace (Communication Department of the Edgar Miller Legacy; as well as to James Pike (Graham Foundation for Advanced Studies in the Fine Arts), Colin Pressler (Curator of the International Museum of Surgical Science) and Justina Doyle (Program Director of the International Museum of Surgical Science).

Ten samples of DEMHIST proceedings «Historic House Museums as Witnesses of National and Local Identities: Acts of the 3<sup>rd</sup> Annual DEMHIST Conference, Amsterdam, 14-16 October 2002» were offered on different occasions to the following people: Anis Chaaya (Lebanon); Nuno Oliveira, António Moncada de Sousa Mendes, Maria João Neto, Mariana Scheder, Martinho Pimentel, Hugo Xavier, Carla Ventura (VIII Meeting on House Museums in Portugal, organized by the DEMHIST Portuguese National Group); Manuela Sousa (Brazil) and Alexandra Maia (Portugal).

## **3. Facebook/Twitter/ Website**

In June 2016 DEMHIST surveyed its members about DEMHIST social media. According to its results DEMHIST opened a Facebook account in the beginning of July and Hillary Walker-Gugan immediately started posting about the ICOM-DEMHIST Milan conference (2-9 July). She and other DEMHIST members have been posting during the year. The page counts with 292 followers and 292 likes.

I thank Hillary Walker-Gugan for her dedication to DEMHIST along this year.

<https://pt-pt.facebook.com/Icom.Demhist/>

Nevertheless, we also opened a Twitter account which counts now with 184 followers, 96 likes and 113 tweets. I thank every member tweeting. This social media just makes sense if is being regularly fed.

<https://twitter.com/icomdemhist>

DEMHIST website has been criticized for not being updated which is entirely true. I hope the problem is going to be solved by the expertise of some new Board Members.

#### **4. Administration**

I sent out 138 messages informing members about conferences, meetings, exhibitions, articles, publications, call for papers and other useful information during this period. I also promptly answered those who wrote to me with all sorts of questions. I constantly emailed, putting all my effort and dedication to DEMHIST matters. In certain occasions was an overwhelming task but I received members' support which I much appreciated because it encouraged me to be perseverant.

I am deeply thankful for those members who sent me information to get the word out since it was a fundamental contribution to my work.

ICOM members interested in DEMHIST committee and a group of Non-ICOM members are being informed about DEMHIST activities as well but not about administrative matters such as reports, general assemblies, elections, etc.

I have been in contact with my Board colleagues on a regular basis in order to be up-to-date with all projects as well as to give my advice and assistance. This past months, I was particularly involved in the organization of the London conference.

#### **5. Memberships**

DEMHIST keeps increasing the number of individual and institutional members which is something that pleases us a lot because that fact contributes towards a major richness and diversity of types of institutions, also covering more countries and varieties of professional experts.

As I already reported you by email ICOM developed a new tool for membership management. On 21<sup>st</sup> July, ICOM carried out a full export of data from the old EUDONET database. Until 10<sup>th</sup> August, they imported the data into the new database, verified its integrity and trained the ICOM Secretariat members.

As a result, no new sign-up, new card issuance (except for replacement cards) and update operations were possible during this period. ICOM Secretariat team was able to resume work on the new database on the 10<sup>th</sup> August.

I was only able to consult the online membership directory until the 31<sup>st</sup> August, but the database was not been updated from 21<sup>st</sup> July. From the 1<sup>st</sup> September I was no longer able to access the old online membership directory.

ICOM was testing the new database in September and all committees were going to be able to access it from October. However, I was not informed by ICOM about the new database yet. So, by the time I am writing this report I cannot say how many members do we have now. I estimate over 500.

I apologise for any inconvenience this transition period is causing to DEMHIST members. As you can understand, it has been an inconvenient in my day-to-day work and therefore I have been incapable of announcing new individual and institutional members since July. Before that date, I was checking the membership database weekly and updating the DEMHIST mailing list because I was not being alerted whenever a new member was joining the committee.

I promptly answered questions about membership and replied to those contacting the committee by email ([secretarytreasurer@demhist.icom.museum](mailto:secretarytreasurer@demhist.icom.museum) or [alidangelo@gmail.com](mailto:alidangelo@gmail.com)) during the year. I assisted professionals in their membership process; on certain occasions in coordination with Modestito Chan (ICOM Senior Membership Officer) and Benjamin Granjon (ICOM Head of Membership Department) for a quicker processing.

## **6. Meetings**

I collaborated on the organization of the 8<sup>th</sup> Meeting on House Museums in Portugal, held in Sintra, on 17<sup>th</sup> February, at Monserrate Palace to discuss the theme "*O culto da personalidade e o seu legado patrimonial*". On 18<sup>th</sup> February attendees participated in an optional guided tour to Pena Palace and Countess d'Edla Chalet.

Besides that, I participated in the Board Meeting in Copenhagen from the 10<sup>th</sup> - 12<sup>th</sup> March and on the DEMHIST Board Meeting & ICOM meetings in Paris, from the 7<sup>th</sup> - 9<sup>th</sup> June.

I am going now to attend the DEMHIST/CECA conference in London, 14<sup>th</sup> - 18<sup>th</sup> October.

### **Elsa Rodrigues**

Lisbon, 10<sup>th</sup> October, 2017

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