

ICOM CECA 2023 Report

Anne-Marie Émond
Secretary - Treasurer

Secretary's activities

Board meeting

This year, as last, our meetings were held mainly online on the Zoom platform. The objectives of our seven office meetings were to prepare, among other things, the CECA annual conference in Singapore, but also to deal with the following points:

- Development project for young members
- ICOM CECA/University of Murcia. Applied research in museum education
- The CECA situation in Africa and outlook
- The various CECA publications
- Planning for upcoming annual conferences
- Project to strengthen national correspondents on various continents.
- How can we imagine Dubai CECA, at the ICOM General Conference
- Possible proposals for SAREC projects

Preparing for the CECA General Assembly

For this annual CECA event, the Secretary has prepared the necessary documents, so that the members of the bureau can produce their written reports. These reports, written in ICOM's three official languages, will be posted on the CECA website around 3 weeks before the General Assembly on January 27, 2024.

Other activities of the Secretary

During this first year of my second term as Secretary, I have assisted, where necessary, the work of all the Board members in their various functions, for example accompanying the winners of the CECA Young Member Scholarships and Best Practice Awards, to facilitate their arrival in Singapore.

In addition, the CECA's archives are updated on a monthly basis, enabling us to keep track of the various actions taken by the office and to preserve the different documents created for the CECA's various activities in French, English and Spanish, so as to provide a framework for our good practices and to be able to consult them when necessary.

Treasurer's activities

The Treasurer managed CECA's financial resources, taking care to inform the recipients of the various awards (Best Practices and Young Members' Bursaries) of the procedures to be followed according to ICOM requirements, essentially before the activities took place.

Every three months (March, May, July, December), an expense report with all supporting documents is sent to the ICOM manager responsible for the CECA bank account.

Financial report presented at GA

At the CECA Annual General Meeting, both budgets - for the current year and for the coming year - will be presented. The Treasurer's report is posted on the CECA website for consultation by members.

Presentation of the 2023 budget

Income	December 31, 2023
HSBC Bank's position at December 31, 2022	6 757,51 €
ICOM 2023's contribution	10 356,00 €
Travel grants for young members	1 200,00 €
ICOM Education	1,32 €
TOTAL revenue	18 314,83 €
EXPENSES	
Annual meeting	
<i>2023 Singapore Conference</i>	
Organization (€3,000)	0,00 €
Special interest group workshop coordinators (2 x €400=800)	800,00 €
Research workshop coordinators (1 x €400)	400,00 €
Publications	
Translations DeepL Pro (subscription)	239,88 €
Price	
<i>Best Practices Award 2023</i>	1 187,31 €
Accommodation for 3 winners (3 x €400)	
<i>Research Award 2023</i>	400,00 €
Accommodation for 1 winner (€400)	
<i>Travel grants for young members</i>	631,08 €
Transport/accommodation for 1 winner (1 200 € x 1)	
Regional conferences (1 x €1,500) (Greece)	250,00 €
Regional workshops (1 x €1,500) (Taiwan)	500,00 €
Communication	
Virtual activities: Zoom subscription	1 324,74 €
Mail Chimp	444,42 €
Administration fees	
Bank charges	20,20 €
Annual credit card fees	43,99 €
Postal dispatch	49,00 €
TOTAL expenses	6 290,62 €
Balance	12 024,21 €

Budget forecast 2024

Income	Estimated expenditure 2024
HSBC Bank's position at December 31, 2023	12 024,21 €
ICOM 2024 contribution (forecast)	10 356,00 €
Travel grants for young members	1 200,00 €
TOTAL revenue	23 580,21 €
EXPENSES	
Annual meeting	
<i>2024 Greece Conference</i>	
CECA's contribution to the 2024 conference	3 000,00 €
Special interest group workshop coordinators (6 x €400=2400)	2 400,00 €
Research workshop coordinator (1 x €400)	400,00 €
Travel grant for young members (1 x €1,200)	1 200,00 €
Publications	
Translations DeepL (subscription)	239,88 €
Publications History of museum education	3 400,00 €
Price	
<i>Best Practices Award 2024</i>	
Accommodation for 3 winners (3 x €400)	1 200,00 €
<i>Research Award 2024</i>	
Accommodation for 1 winner (€400)	400,00 €
<i>Research prize for young student members 2024</i>	
Accommodation for 1 winner (400€)	400,00 €
Regional conferences (1 x €1,500)	
	1 500,00 €
Regional workshops (1 x €1,500)	
	1 500,00 €
Board member travel	
<i>Regional trips to represent CECA</i>	
	250,00 €
<i>International trips to represent the CECA</i>	
	500,00 €
Communication	
Virtual activities: Zoom subscription	1 324,74 €
Mail Chimp	710,01 €
Administration fees	
Bank charges	150,00 €
Annual credit card fees	56,00 €
TOTAL expenses	18 630,63 €
Balance	4 949,58 €