

## **ICOM CECA 2024 Report**

Anne-Marie Émond  
Secretary - Treasurer

### **Secretary's activities**

#### **Board meetings**

As in the previous year, our meetings were mainly held online via the Zoom platform. During our five meetings, we worked on the preparations for the CECA Annual Conference in Athens and addressed several other key issues, including:

- SAREC project: Organization of a workshop in Côte d'Ivoire (Africa).
- Review of the ICOM General Assembly in Marseille: CECA recommendations (report and financial support), and presentation of the ICOM Award on Sustainability.
- Meeting with the ICOM Ethics Committee.
- Development of the SIG organization.
- Acronym project.
- Organization of the CECA Awards: Best Practice Award, Colette Dufresne-Tassé Research Award, Young Student Research Award, Young Members' Travel Award.
- Collaboration with the University of Murcia: applied research in museum education and ICOM/Murcia agreement.
- Research discussion groups at annual conferences.
- CECA publications: Publication of Best Practice, ICOM Education, and publications on the history of museum education (Brazil, France, China).
- Preparation for the CECA conference in Dubai: Planning for the ICOM General Conference.
- Newsletter content.
- Social networks and website
- Proposals for future SAREC projects.
- Organization of the General Assembly.
- Elections of the new board in 2025-2026.

#### **Preparing of the CECA General Assembly**

For this annual event, the Secretary prepared the necessary documents to facilitate the production of written reports by the Board members. These documents, translated into the three official languages of ICOM by Marie-Clarté O'Neill with the help of the translator DeepL, will be published on the CECA website approximately three weeks before the General Assembly, scheduled for 25 January 2024.

## **Other Activities of the Secretary**

During the second year of my mandate as Secretary, I supported the members of the Board in their various tasks. For example, I accompanied the winner of the Young Members' Travel Award and the three winners of Best Practice Award to facilitate their participation at the conference in Athens.

At the same time, the CECA archives are updated monthly. This rigorous organization makes it possible to document the actions of the office and to keep the various files produced for CECA activities in the three official languages (French, English and Spanish). These archives provide a frame of reference for good management, and a basis for consultation should the need arise.

## **Treasurer's activities**

The Treasurer ensured rigorous management of CECA's financial resources, while guiding the recipients of the various awards (e.g. Research Award and Young Members' Travel Award) in the procedures to be followed in accordance with ICOM requirements, essentially before the activities took place. This year, special attention was given to the budget for the SAREC-CECA project in Côte d'Ivoire, which presented many challenges.

A detailed expense report with all supporting documents is now filed twice a year on a SharePoint platform accessible to the ICOM manager in charge of the CECA account. To ensure optimal organization, receipts must be named according to the reference number provided by ICOM, e.g. BS\_2024\_#001.

## **Financial report presented at Annual General Assembly**

At the CECA Annual General Assembly, the Treasurer will present:

- The budget for the current year.
- The projected budget for the coming year.

These documents provide essential financial transparency and enable CECA members to participate actively in budget discussions. In addition, the Treasurer's annual report is published on the CECA website for consultation by all members.

## Presentation of the 2024 budget

<b>Income</b>	<b>December 31, 2024</b>
HSBC Bank's position at December 31, 2023	<b>12 024,21 €</b>
ICOM 2024's contribution	11 898,00 €
Young Members' Travel Grant	1 200,00 €
SAREC Côte d'Ivoire Workshop	5 100,00 €
NatHist	1 500,00 €
ICOM France	500,00 €
<b>TOTAL revenue</b>	<b>32 222,21 €</b>
<b>EXPENSES</b>	
<b>Annual Conference</b>	<b>5 874,67 €</b>
<i>2024 Athens Conference</i>	
Organization (3,000 €)	3 000,00 €
Thanks to the organizers	54,98 €
Board dinner and thanks to organizers	232,00 €
Special interest group workshop coordinators (6 x 400 €)	2 187,69 €
Research workshop coordinators (1 x 400 €)	400,00 €
<b>Publications</b>	<b>2 362,30 €</b>
Translations DeepL Pro (subscription)	239,88 €
Publication History of museum education in Brazil	2 122,42 €
<b>Price</b>	<b>2 775,€</b>
<i>Best Practices Award 2024</i>	800,00 €
Accommodation for 3 winners (2 x 400 €)	
<i>CDT 2024 Research Award</i>	375,00 €
Accommodation for 1 winner (400 €)	
<i>Young Student Research Award</i>	400,00 €
Accommodation for 1 winner (400 €)	
<i>Young Members' Travel Grant</i>	1 200,00 €
Transport/accommodation for 1 winner (1 200 € x 1)	
<b>SAREC ATELIER CÔTE D'IVOIRE</b>	<b>10 659,02 €</b>
SAREC	5 100,00 €
NatHIST	1 500,00 €
ICOM FRANCE	500,00 €
CECA	3 559,02 €
<b>Communication</b>	<b>1 369,46 €</b>
Virtual activities: Zoom subscription	1 079,28 €
Mail Chimp	290,18 €
<b>Administration fees</b>	<b>238,54 €</b>
Bank charges	191,44 €
Annual credit card fees	37,10 €
Postal dispatch	10,00 €
<b>TOTAL expenses</b>	<b>23 278,99 €</b>
<b>Balance</b>	<b>8 943,22 €</b>

## Budget forecast 2025

Income	Estimated expenditure 2025
HSBC Bank's position at December 31, 2024	8 943,22€
ICOM 2025 contribution (forecast)	11 898,00 €
<b>TOTAL revenue</b>	<b>20 841,22 €</b>
<b>EXPENSES</b>	
<b>Annual meeting</b> <i>Dubai 2025 Conference</i>	<b>7 900,00 €</b>
CECA's contribution to the 2025 conference	3 000,00 €
Conference registration 12 Board members (12 X 350 € )	4 200,00 €
Conference registration Special interest group workshop coordinators who are not Board members (2 x 350 €)	700,00 €
<b>Publications</b>	<b>3 639,88 €</b>
Translations DeepL (subscription)	239,88 €
Publications History of Museum Education France (Participation in CECA SAREC project with ICOM France)	1700,00 €
Publications History of Museum Education China (CECA participation with ICOM China)	1700,00 €
<b>Price</b>	<b>4 275,00 €</b>
2025 Best Practice Awards (3 x 400 €) Dubai Registration (3 x 215 €)	1 845,00 €
CDT 2025 Research Award (400 €) Dubai registration (1 x 215 €)	615,00 €
Research Award for Young Student members 2025 (400 €) Dubai registration (1 x 215 €)	615,00 €
Young members' travel award and Dubai registration (1,200 €)	1 200,00 €
<b>Regional conferences and workshops</b>	<b>3 000,00 €</b>
	3 000,00 €
<b>Board member travel</b>	<b>450,00 €</b>
International travel to represent CECA	450,00 €
<b>Communication</b>	<b>1 386,34 €</b>
Virtual activities: Zoom subscription	1 086,34 €
Mail Chimp	300,00 €
<b>Administration fees</b>	<b>190,00 €</b>
Bank charges	150,00 €
Annual credit card fees	40,00 €
<b>TOTAL expenses</b>	<b>20 841,22 €</b>
<b>Balance</b>	<b>0,00 €</b>