

18th ANNUAL GENERAL MEETING

MINUTES OF THE MEETING HELD ON 1ST DECEMBER 2022 ONLINE VIA ZOOM

Present: James Grierson (Chair- JG), Adam Klups (AK), Amelia Rampton ACR (AR), Anita Quye (AQ), Ashley Lingle ACR (AL), Beth Gillions (BG), Carole Milner (CMi), Caroline Rendell ACR (CR), Charles Morse (CM), Christopher Weeks ACR (CW), Clare Meredith ACR (CMe) Clare Prince ACR (CP), Dana Norris ACR (DN), David Leigh (DL), David Saunders (DS), Derek Brain ACR (DB), Diana Davis ACR (DD), Dunja St Cyr ACR (DS), Elizabeth Hippisley-Cox (EH), Elizabeth Peirce (EP), Elizabeth Woolley ACR (EW), Fiona Butterfield ACR (FB), Francesca Whymark ACR (FW), Helen Ganiaris (HG), Ingelise Nielsen (IN), James Murphy (JM), Jane Rutherford ACR (JR), Jennifer Dinsmore ACR (JDi), Jennifer Drewe (JDr), Jenny Mathiasson (JM), Joelle Wickens (JW), Julia Dalzell ACR (JDa), Julie Dawson (JDaw), Kate Stockwell ACR (KS), Kathryn Hallett ACR (KH), Kay Saunders (KS), Konstantina Konstantinidou ACR (KK), Ksynia Marko ACR (KM), Lara Speroni ACR (LS), Lori Wong ACR (LW), Lucyna Kaszewska ACR (LK), Lynette Gill (LG), Maria Jordan ACR (MJ), Mark Furness ACR (MF), Michael Rieveley ACR (MR), Nicola Yates ACR (NY), Nicolas Boyes ACR (NB), Penny Fisher (PF), Phil Lyons (PL), Philippa Rader ACR (PR), Pieta Greaves ACR (PG), Ruth Murgatroyd (RM), Sarah Howard ACR (SH), Sarah Peek ACR (SP), Simon Green (SG), Sylvia Sumira ACR (SS), Sophie Rowe ACR (SR), Vanja Jovanovic (VJ), William Bennett (WB), Ylva Dahnsjo ACR (YD)

In attendance: Sara Crofts (Chief Executive, SC), Geanina Beres (Communications Officer, GB), Heather Doyle (Accreditation Manager, HD), Chloe Gerrard (Professional Development Officer, CG), Naomi Hollis (Office Manager – Minutes, NH), Michael Nelles (Head of Membership, MN), Jess Lock (Membership Officer, JL), Patrick White (Head of Skills, PW)

1	WELCOME AND INTRODUCTIONS James Grierson (Chair of Icon, JG) opened the meeting at 5.05 pm, welcomed Icon members to the meeting and outlined the order of business. JG confirmed that the AGM was being recorded.
2	No apologies were received.
3	MINUTES OF THE 17TH AGM ON 27TH OCTOBER 2021 The minutes had been previously circulated. The minutes were approved without further alteration and were signed by the Chair as being a true record of the meeting. Proposer: James Murphy Seconder: Sophie Rowe ACR For 40 Against 0

	Abstained 6
4	<p>REVIEW OF THE YEAR (JAMES GRIERSON, CHAIR)</p> <p>Whilst it seems the pandemic may be behind us, its aftermath along with the situation arising from the war in Ukraine have still had a significant impact this financial year.</p> <p>The resulting high levels of inflation and the cost-of-living crisis mean that the conservation sector faces many challenges.</p> <p>The charitable sector in general has seen pressure on incomes and fundraising due to these issue and Icon has not been immune to this. This included a reduction in membership, disappearance of adverting revenue and a fall in events and sponsorships</p> <p>Compounding this is the fact that reserves, which buffer the organisation against adverse events, have been growing smaller.</p> <p>Icon responded to this with both initiatives to cut costs and raise funds. Sara Crofts (SC) was able to secure an award from the Culture Recovery Fund which was vital to Icon's continuation. The organisation also focussed on membership development which will contribute to ensuring future stability.</p> <p>There was previously a significant disparity between income from membership fees and the cost of services delivered to members. Therefore, it became necessary to increase membership fees at a level above inflation. However, this increase was mitigated by a change in the structure of memberships to tailor them more to individuals. This included options to make becoming a member easier for those at the beginning of their conservation career.</p> <p>Icon membership costs remain low when benchmarked against those of other professional bodies.</p> <p>JG commended SC, the Management Team and the Trustees for bringing Icon through this challenging period.</p> <p>Icon finished the year with surplus unrestricted funds of £82,693 which closely matches the value of the CRF Award. Without these funds the anticipated best-case scenario was to break even. However, this still represents an improvement on the previous year when there was a deficit of £38,657.</p> <p>The year-end figure for free reserves is £209,468 which whilst more than twice the level in the previous year – during COVID – is still lower than the 6 months operating expenditure which is the target. This means that, especially in the current environment, icon will need to manage costs and income tightly.</p> <p>JG moved on to note achievements in the past year.</p>

	<p>A large and wide-ranging series of consultations and workshops were held, leading to the formation of a new strategic plan based on 5 priorities:</p> <ul style="list-style-type: none"> • Champion cultural heritage and the value of conservation • Extend our reach within the UK and internationally • Maintain high standards in conservation practice • Develop conservation as an inclusive and rewarding career • Strengthen our institute <p>Groups and Networks have been a significant part of Icon activity this year, hosting a wide variety of social and professional networking, training events, knowledge exchange and advocacy both in the UK and internationally.</p> <p>A Conferences Committee was established in response to previous requests and the work of a Task & Finish Group. This proved to be a success and an online conference was held.</p> <p>Successful conferences were also organised by Ceramics & Glass, Book & Paper and by the Care of Collections Group and Pest Odyssey Network reaching a total of 815 delegates.</p> <p>Icon delivered 122 training and skills events throughout the year amounting to 1 event every 3 days.</p> <p>JG particularly highlighted the work of the Icon Sustainability Network and Lorraine Finch ACR (LF) who has been a major advocate for sustainability in conservation, even publishing a book on the subject this year.</p> <p>JG reported that it was admirable how Icon members swiftly launched a programme of support for those in Ukraine this year. There were 3 member-led Basecamp teams set up to deliver practical help and support.</p> <p>Also, this year Icon has built on the work of the Diversity & Inclusion Task & Finish Group including collecting and publishing information on the Board of Trustees and looking at the membership as a whole. Whilst the data indicates that the profession is not representative of society as a whole, accurate data will enable Icon to develop strategies to widen participation. One success was the creation of a post for an emerging professional on the Board of Trustees. This post is currently occupied by Louise Davison (LD) who has proved to be a valuable member of the Board.</p>
5	<p>TRUSTEES' ANNUAL REPORT AND ACCOUNTS FOR YEAR ENDING 31ST MARCH 2022</p> <p>RESOLUTIONS</p> <p>Ordinary Resolution 1: To receive the Trustees' Annual Report and Accounts for the year ending 31st March 2022.</p>

	<p>Proposer: Nic Boyes ACR Seconder: Adam Klups</p> <p>The combined votes of those members present at the meeting and those voting by proxy were:</p> <p>For 211 Against 3 Abstained 5</p> <p>Ordinary Resolution 2: To authorise the Trustees to appoint the auditors to serve until the end of the next Annual General Meeting and to authorise the Trustees to decide the remuneration to be paid to the auditors.</p> <p>Proposer: Sophie Rowe ACR Seconder: Nic Boyes ACR</p> <p>The combined votes of those members present at the meeting and those voting by proxy were:</p> <p>For 204 Against 5 Abstained 8</p>
6	<p>GOVERNANCE</p> <p>RESULTS OF THE RECRUITMENT PROCESS FOR NEW CO-OPTED TRUSTEES This meeting marks the end of tenure for a large number of trustees. JG thanked them for all their hard work and all they have done for the membership as a whole.</p> <p>As Martin Kirke (MK) was not available Sophie Rowe ACR (SR) reported on behalf of the Nominations Committee. There was a good response to the advertisement for new co-opted trustees. Following an interview process Charles Morse (CM) and Mark Ross (MR) were co-opted to the Board. Co-opted trustee James Murphy was appointed for a second term.</p> <p>RESULTS OF ELECTIONS TO THE BOARD OF TRUSTEES Michael Nelles (MN) introduced the newly elected trustees. They are:</p> <ul style="list-style-type: none"> • Nicolas Boyes ACR • Professor Anita Quye • Michelle Rheeston <p>Claire Fry ACR was elected for a second term.</p> <p>Carole Milner (CM) raised the question of how many co-opted trustees there are on the Board and how many it is possible to have. It was confirmed that there are</p>

	<p>currently 5 co-opted trustees including the chair. A maximum of 5 co-opted trustees are permitted.</p> <p>JG thanked the Nominations Committee for their work on the co-option process.</p>
7	<p>LOOKING FORWARD – THE YEAR AHEAD</p> <p>Icon’s new strategy was launched in April this year. SC encouraged all members to view this on the website. This strategy is designed to focus Icon on five key priorities.</p> <p>Advocacy is a very important part of the work that Icon does. Raising our profile aligns with our ambition to be an outward facing organisation, captured in our values.</p> <p>There has been work taking place around pay and reward for conservation professionals and Icon has been working with the union Prospect.</p> <p>This week we were delighted to find out that Icon has been successful in registration with Ofqual. This is the result of a major piece of work by Patrick Whife (PW) and will allow Icon to support apprenticeships.</p> <p>Sustainability is a major area of work and SC again highlighted the excellent work of Lorraine Finch ACR (LF) and the Icon Sustainability Network.</p> <p>The new member magazine will launch in January. This will be a key part of future advocacy work. MN has done a large amount of work to bring this redesign to fruition and make the magazine offering representative of Icon’s strategy and values as well as to enable us to communicate effectively with members.</p> <p>Icon has been working with The Marsh Charitable Trust to set up the Marsh Awards for the Conservation and Restoration of Objects and Collections. The aim of these awards is to promote wider recognition of the value of conservation and raise the profile of the profession. The call for nominations will be in January 2023.</p> <p>There will be a Members Meeting in Spring 2023 to provide an update on Icon’s key projects and facilitate member networking. The Marsh Awards will be presented at this event.</p> <p>Finally, SC highlighted the excellent work of Geanina Beres (GB) and the Comms Team and invited feedback and engagement with the monthly Chief Executive drop-in sessions which can be found on the Icon website in the Events section.</p>
8	<p>CLOSING REMARKS</p> <p>As this will be JG’s final AGM as Chair, he extended thanks to fellow trustees who have worked extremely hard on behalf of the organisation, to the Icon members</p>

	<p>who have volunteered their time in all the various groups, networks and panel that support Icon.</p> <p>JG also thanked John Speed (JS) and JS2 and Icon's staff for helping to bring the organisation through challenging financial times.</p> <p>JG extended particular thanks to SC for her exceptional leadership and her powerful and positive impact in advocating for the membership and for the broader value of conservation.</p> <p>JG concluded by noting that it has been an absorbing, enriching and enjoyable process being Chair and by wishing everyone at Icon all the best for the future.</p> <p>On behalf of the Board of Trustees the Vice-Chair SR formally thanked JG for all his hard work as Chair and in particular leading Icon through the pandemic.</p> <p>The meeting closed at 5.51 p.m.</p>
	<p>Signed as a true and accurate record of the meeting</p> <p>..... Date</p>