

Board of the National Museum of Ireland

Minutes of Meeting

Thursday 26th January 2023, at 10am via video conference
(Approved on 23rd March 2023)

Present:

Catherine Heaney (Chair)	Helen Shenton
Ambrose Loughlin	Claudia Kinmonth
Linda King	Andrew Power
Paolo Viscardi	Geraldine Sheridan
Susan Rogers	Cathal O'Donoghue
Barra O'Donnabhain	Iseult Dunne
Marianne Doyle	Beatrice Kelly
John Bowen	

Apologies: Ciaran Byrne

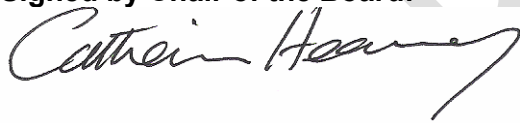
In attendance: Lynn Scarff (Director, NMI) Jade Dillon (Secretary to the Board, NMI)
Aoife Hurley (Head of Operations, NMI)

1.0	Opening of meeting, apologies if any and adoption of the agenda
1.1	Apologies were conveyed for Ciaran Byrne. H. Shenton and A. Loughlin conveyed their apologies in advance for needing to leave at 12pm.
1.2	<u>Keeper of Natural History Division</u> On behalf of the Board, the Chair congratulated P. Viscardi on his appointment to Keeper of Natural History Division.
1.3	<u>Deputy Director</u> A note of thanks was formally recorded for Dr Audrey Whitty for her service to the museum over the years as the Deputy Director, Head of Collections & Learning and the Board wished her well in her new brief as the Director of the National Library of Ireland.
1.4	<u>Agenda</u> The agenda was adopted with the exception of bringing the Governance, Audit & Risk item forward.
2.0	Conflicts of interest
2.1	There were no conflicts of interests.
3.0	Minutes
3.1	The minutes were proposed by B. O'Donnabhain and seconded by P. Viscardi, with the exception of minor amendments.
3.2	<u>Matters arising</u> It was agreed that a more detailed update on budget allocation discussions would take place under subcommittee updates agenda item.
4.0	Executive report from the Chair and the Director
4.1	The Chair and Director updated the Board on a number of areas:

	<ul style="list-style-type: none"> Formal thanks was noted for Minister Catherine Martin and her Department for formally approving funding for the Preliminary Business Case phase of the Natural History redevelopment, which was announced on 4th January. The Chair updated the Board on the Board recruitment process. The first year of St Brigid's Day as a bank holiday will be celebrated with programme across NMI sites. It was agreed that a Strategic Plan online workshop for Board members would be scheduled upon the receipt of the Minister's response on NMI's draft Strategic Plan. It is hoped that a response will be received by the end of February/March to ensure that the Plan will be launched in Q2. It was agreed that L. King would attend the GPAC meeting special discussion topic on acquisition policies. The Director updated the Board on project scoping to secure the resources required for specific collections projects.
5.0	Special discussion topic A: Provisional Business Plan
5.1	The Director confirmed that the draft 2023 business plan has been reviewed by Governance, Audit & Risk Committee. The Board noted the Director's presentation and the Director updated the Board on where NMI is in the current business planning process.
5.2	<u>Groundwork for implementation plan</u> A workshop with the Strategic Plan Consultant took place on 25 th January with NMI's Management Committee meeting. The workshop focused on KPIs, planning the year ahead and first steps in developing the implementation plan.
5.3	<u>Stakeholder engagement</u> The Director summarised feedback from the Strategic Plan public consultation that took place in Q4 2022.
5.4	The Board formally acknowledged that the strategic ambitions outlined in the business plan will only be feasible with adequate financial and staff resourcing. It was agreed that a more detailed column would be included in the Business Plan outlining both dependencies and the risks associated with each area. The Vice Chair left the meeting.
6.0	Special discussion topic B: proposal of Committee topics for 2023
6.1	The Chair updated the Board on changes in Board Subcommittee membership. The Board noted the proposed special discussion topics. It was agreed that the Board's schedule would be tweaked slightly to accommodate an earlier review of budget estimates. It was agreed that the schedule would be circulated to both Board members and external members to attend.
7.0	Subcommittee updates
7.1	The following changes in subcommittee titles were formally adopted by the Board: <ul style="list-style-type: none"> 'Audit & Risk Committee' to 'Governance, Audit & Risk Committee'. 'Strategy & Engagement Committee' to 'Communications & Development Committee'.
7.2	<u>Subcommittee member appointments</u> M. Doyle was appointed to the Governance, Audit & Risk Committee. B. Kelly was appointed to the General Public Advisory Committee. I. Dunne was appointed to the Communications & Development Committee as Chair.
7.3	<u>Subcommittee reports</u> The Board noted the subcommittee reports. The Chairs of the Subcommittees briefly updated the Board on key matters discussed at December and January meetings and welcomed any queries. The reports were formally adopted by the Board.

7.4	<p><u>Budget allocation discussion</u></p> <p>C. O'Donoghue updated the Board on correspondence between the Department of Tourism, Culture, Arts, Gaeltacht, Sport & Media, the Chair, Vice Chair, Chair of GAR and the Director, in relation to the budget allocation and estimates process. . A note of thanks was recorded for the Department for taking the time to meet to discuss engaging earlier in the year on budget planning for 2024. It was agreed that a meeting on budget strategy would be scheduled at an earlier stage in Q2 and that a second meeting would be scheduled to formally approve the budget estimates.</p>
7.5	<p><u>Decolonisation</u></p> <p>The Chair of GPAC referred to a presentation on decolonisation by Head of Curatorial from NMNI at the last GPAC meeting. Some discussions followed on next steps in relation to NMI policies and procedures in this area. It was agreed updates would be brought to the attention of GPAC in the first instance, for subsequent adoption.</p>
8.0	A.O.B
8.1	<p><u>Terms of References</u></p> <p>It was agreed that all Terms of References would be formally adopted at the March Board meeting.</p>
9.0	Closed session
9.1	<p>The Board went into closed session and discussed the annual appraisal of the Director; organisational succession planning; and the ongoing work by the Executive to use the current senior vacancy to ensure organisational sustainability.</p>
10.0	Date of next meeting
10.1	23 rd March 2023 at 10am.

Signed by Chair of the Board:



(23rd March 2023)