

Board of the National Museum of Ireland

Minutes of Meeting of the Board on Tuesday 29th June 2021, at 11am
Via video-conference/NMI – Decorative Arts & History

Present:

Ms Catherine Heaney (Chair)	Ms Denise Moroney
Ms Helen Shenton	Mr Declan Nelson
Professor Ingrid Hook	Professor Mary O'Dowd
Professor Kathleen James-Chakraborty	Dr Andrew Power
Ms Mary Crotty	Mr John Bowen
Dr Linda King	Ms Judith McCarthy
Mr Paolo Viscardi	Ms Helen Shenton
Dr Susan Rogers	Mr Ambrose Loughlin
Dr Barra O'Donnabhain	

Apologies: None.

In attendance: Ms Lynn Scarff (Director, NMI)
Dr Audrey Whitty (Head of Collections & Learning, NMI)
Ms Aoife Hurley (Head of Collections & Learning, NMI)
Mr Mark Sherry (Head of Finance & Procurement, NMI)
Ms Jade Dillon (Secretary to the Board, NMI)

1.0 Opening of meeting, apologies if any.

The Chair opened the last meeting of the current board. No apologies were conveyed.

1.1 Outstanding actions

The Chair informed the Board that due to the last Board meeting being so close to today's meeting, some of the actions raised in the meeting on 10th June have not yet been carried out. **It was agreed that the outstanding actions would be discussed at the first meeting of the new Board in September.**

1.2 External Board evaluation

The Chair explained to the Board that the external Board evaluation was carried out for retiring Board members only and that an external Board evaluation for the new Board will take place in Q1 2022. **It was agreed that the Code of Practice self-evaluation form would be circulated to the new Board in Q4 2021.**

2.0 Minutes of 10th June 2021.

The minutes of the 10th June were proposed by Prof James-Chakraborty and seconded by Ms Crotty, with exception to minor amendments.

3.0 Budget Estimates and Financial Statements.

The Board noted the Budget Estimates for 2022. The Director gave an overview of the budget estimates, including proposed sanctions. The Board discussed the NMI's priorities for 2022 and there was agreement that priorities reflected in the Budget Estimates should be included in the Board's Handover letter to the Minister for the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media, particularly in relation to the storage facilities for NMI's Collections.

The Budget Estimates for 2022 were approved by the Board, with the exception of minor amendments.

The Board noted the Final Financial Statements and Letter of Representation for 2020. Mr Loughlin informed the Board that the Statements have been approved by the Comptroller and Auditor General.

The Board formally approved the Financial Statements and the Letter of Representation for 2020 to be signed by the Chair of the Board and the Chair of the Audit & Risk Committee for submission to the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media.

4.0 Handover letter for approval and draft internal handover booklet

The Board noted the draft Handover letter and the drafted Board handover booklet for the new Board. Some discussions took place on the National Cultural Institutions Act, 1997 and there was agreement that the Act needs to be examined in the future to better reflect Cultural Institutions and the Museum in terms of community engagement and its role as a research institution.

The Board approved the letter, subject to minor amendments. It was requested that any comments on the booklet be brought to the Secretary's attention by the end of the week. It was agreed that the letter would be forwarded to the Minister prior to the cessation of the Board on 5th July.

5.0 A.O.B

The Chair updated the Board on some administrative areas for the new Board:

a) Induction training and subcommittee members

Induction training for Board and External Board members would be arranged for Q4 of 2021.

b) Director's check-in

It was agreed that the Chair and Dr King would carry out the Director's mid-year review during the summer period. **The Secretary agreed to schedule a time.**

c) It was agreed that the standard Terms of Reference for the Board's Subcommittees, including an additional section on the governance of External Board members, would be reviewed at the Board's September meeting. **The Secretary agreed to liaise with Mr Loughlin on this.**

6.0 Meeting close and date of next meeting

On closing, the Chair individually acknowledged and thanked Professor Kathleen James-Chakraborty, Ms Mary Crotty, Professor Ingrid Hook, Ms Judith McCarthy, Ms Denise Moroney and Professor Mary O'Dowd for their phenomenal contributions over the past five years (and to Ms Crotty for her impressive 10 years) as Board members of the National Museum of Ireland. On behalf of the Executive, the Director also showed appreciation to the retiring members for the generous time given to the Museum.

End of meeting.