



## Board of the National Museum of Ireland

Minutes of Meeting of the Board on Thursday 13<sup>th</sup> September at 10am,  
Kildare Room, National Museum of Ireland – Archaeology, Kildare Street

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<b>Present:</b>	Ms. Catherine Heaney (Chair) Mr. John Bowen Professor Ingrid Hook Professor Kathleen James-Chakraborty Mr. Ambrose Loughlin	Ms. Judith McCarthy Ms. Denise Moroney Professor Mary O'Dowd Dr. Andrew Power Ms. Virginia Teehan
<b>Apologies:</b>	Ms. Mary Crotty Mr. Declan Nelson	Mr. Aidan Walsh
<b>In attendance:</b>	Ms Lynn Scarff (Director, NMI) Ms Jennifer Keane (Secretary to Board, NMI)	Ms Maria Kearns (Head of HR, NMI) Mr Rolly Read (Head of Collections and Learning, NMI)

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### **1. Opening of the meeting, apologies, if any, adoption of the agenda**

The Chair opened the meeting and conveyed apologies from Ms Crotty, Mr Nelson and Mr Walsh.

The Board adopted the agenda.

The Board recorded votes of sympathy to the families of Dr Eileen Reilly, Archaeologist and Mr Sean Cromien, former member of the Caretaker Board of the NMI.

### **2. Minutes of the meeting of 10 July 2018 and matters arising**

The minutes of the meeting of the 10 July 2018 were proposed by Prof. James-Chakraborty and seconded by Prof. O'Dowd, subject to two amendments. The Secretary agreed to make the changes.

#### **Matters Arising**

All matters arising will be considered under items on the agenda.

### **3. Executive Report from the Chair and the Director**

The Board noted the executive report from the Chair and the Director.

#### **Meeting with Minister Madigan on 3 September**

The Chair updated the Board on the meeting with Minister Madigan on 3 September 2018. The Chair reported that the budget for 2019, capital projects and corporate governance were discussed at the meeting. The Chair reported that Minister Madigan expressed thanks to the Board for all of their hard work.



### **Collections Resource Centre**

The Director updated the Board on matters relating to the Collections Resource Centre and reported that the Executive is continuing to work closely with the Department of Culture, Heritage and the Gaeltacht and the OPW on this matter.

**The Director agreed to arrange a meeting of the key stakeholders involved with the Collections Resource Centre project in October. It was agreed that Mr Bowen will represent the Board at the meeting.**

### **Museum Standards Programme Ireland**

The Director reported that following the submission of the NMI's application to the Museum Standards accreditation programme in June 2018, the assessment of the NMI sites is taking place on 12 and 13 September. The assessment process will result in a report, which will outline any issues and make recommendations for improvements that need to be made.

The Board thanked GPAC and the Executive for all of their work on this.

### **Stakeholder and Governance**

The Chair reported on progress on the recruitment of new Board members. The Chair reported that an assessment panel will meet with applicants on 1 and 2 October at the Public Appointments Service and hopefully the new Board members will be appointed by the next meeting.

### **Creative Ireland**

The Director reported that she met with Tania Banotti, the new Head of Creative Ireland. The Director reported that they had discussed the NMI's Creative Ireland Alignment plan which was submitted to Creative Ireland in July 2017.

The Director reported that the iCAN project has been awarded €90k funding grant from Creative Ireland and the Board welcomed this support for the project.

### **Inventory and Documentation project**

The Director reported that the tender for the Inventory and Documentation project will be issued at the end of September. The Director reported that Ms Kearns, Head of HR and Mr Read, Head of Collections and Learning had met with the staff unions on 31 August to discuss how this project can move forward.

### **Recent events**

The Board discussed the recent launch of the Travellers Journey exhibition at the NMI – Country Life on 10 July 2018.

**The Board requested that the protocol arrangements in relation to Presidential and Ministerial visits be reviewed.**

The Board discussed the launch of the *Votes for Women* exhibition at Leinster House.

### **Culture Night 2018**

The Director updated the Board on Culture Night 2018. A particular highlight this year is that NMI Collins Barracks will host the flagship open air free concert in partnership with RTÉ in Clarke Square and a special partner event with Poetry Ireland will take place in the Seanad Chamber at Leinster House.

### **7 Day Opening**

The Director reported that the NMI will move to seven day opening on Monday 1 October. The NMI will be open from 1-5pm on Mondays and Sundays.



#### 4. **Report from Board Committees**

##### *a) Development and Strategy Committee*

Mr Bowen delivered the report from the Development and Strategy Committee.

Mr Bowen reported that the Committee had heard a presentation on Retail from Ms Terri McInerney, Commercial Development Manager and Mr Shane Sterio, Retail Head Office Manager. The Committee noted that Retail has shown reduced losses in 2018 but agreed strongly that retail losses at any level are unacceptable.

The Board discussed plans for vertical access to Kildare Street.

**The Board agreed that a statement should be prepared in partnership with the Houses of Oireachtas, which lists the steps that have been taken to advance this including:**

- **The OPW have produced an elegant three lift solution to vertical access, which will compliment any future developments at Kildare Street.**
- **The Oireachtas contribution to this project.**

##### *b) Audit and Risk Committee*

Mr Loughlin presented an update to the Board from the Audit and Risk Committee. Mr Loughlin stated that the Audit and Risk Committee have met twice since the last Board meeting on 31 July to approve the Budget Estimates 2019 and on the 10 September.

##### **Financial Statements 2017**

Mr Loughlin reported that the figures in the Financial Statements 2017 have not changed but the wording has been amended in accordance with new guidelines that have been issued by DPER related to the Code of Practice for the Governance of State Bodies (2016).

**The Board gave the Audit and Risk Committee approval to liaise with the C&AG on behalf of the Board and sign-off on the final version of the Financial Statements 2017.**

##### *c) GPAC*

The Board noted the report from GPAC, which had been circulated in advance of the meeting. Professor James-Chakraborty delivered the report from the GPAC Committee and stated that the Committee met at Turlough Park on 27 July.

**It was agreed that the Executive will bring a proposal on the Decade of Centenaries to GPAC at their next meeting.**

##### *d) HR Committee*

Ms Kearns updated the Board on current legal cases.

The Board discussed the draft complaints procedure.

**The Board approved the complaints procedure subject to final minor refinements.**



**5. Key Discussion Item: Strategic Plan**

The Director updated the Board on the Strategic Plan process. The Director reported that Rowena Neville has been engaged to facilitate the process. The first workshop on the Strategic Plan took place with the Management Committee and other key staff members on 7 September, a first outline of the Strategic Plan was drawn up from this and will be presented to all staff at four workshops at each site over the coming weeks.

**The Board agreed that the Chair of the Board will step down from the HR Committee.**

**The Board agreed that a new committee will be established to oversee the development of the new Strategic Plan 2019-2022 and the committee will be called the Strategic Plan Committee.**

**The Board agreed that the committee will be chaired by Catherine Heaney and the other members will be Denise Moroney, Kathleen James-Chakraborty and Judith McCarthy.**

**The Board agreed that a first draft of the Strategic Plan should be presented at the meeting on 6 December 2018 and the final version of the plan will be approved at the meeting of 17 January 2019.**

**6. Date and venue of next meeting**

**The next meeting of the Board will take place on Thursday 6 December 2018 at 2pm at the Kildare Room, National Museum of Ireland – Archaeology, Kildare Street.**