

Board of the National Museum of Ireland

Minutes of Meeting of the Board on Thursday 30th June 2022, at 10am
Via video-conference
(Approved on 29th September 2022)

Present:	Ms Catherine Heaney (Chair) Mr Ambrose Loughlin Dr Linda King Mr Paolo Viscardi Dr Susan Rogers Dr Barra O'Donnabhain Mr John Bowen	Ms Helen Shenton Dr Claudia Kinmonth Dr Andrew Power Prof Cathal O'Donoghue
Apologies:	Prof Geraldine Sheridan	
In attendance:	Ms Lynn Scarff (Director, NMI) Dr Audrey Whitty (Deputy Director and Head of Collections & Learning, NMI)	Ms Aoife Hurley (Head of Operations, NMI) Ms Jade Dillon (Secretary to the Board, NMI)

1.0	Opening of meeting, apologies if any and adoption of the agenda
1.1	The Chair opened the meeting and apologies were conveyed for Prof Sheridan. The Chair explained that, due to a tight deadline, the Financial Statements and Budget Estimates agenda items would be discussed first. The agenda was formally adopted.
2.0	Conflicts of interest
2.1	No conflicts of interest were recorded.
3.0	Financial Statements 2021 and Letter of Representation
3.1	The Board noted the Financial Statements 2021 and the Letter of Representation. Mr Loughlin thanked the NMI Finance and Corporate Affairs teams for their work. The Board noted the Final Financial Statements and Letter of Representation for 2021. Mr Loughlin informed the Board that the Statements have been approved by the Comptroller and Auditor General.
3.2	<u>Titles</u> It was agreed that no titles would be used for Board members in the Financial Statements going forward.
3.3	<u>Formal approval</u> The Board formally approved the Financial Statements and the Letter of Representation for 2021 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.
3.4	Mr Sherry provided an overview of expenditure for 2022 to date. It is expected that the NMI finances will come in 'on budget' by year-end.
4.0	Letter of Compliance
4.1	The Board noted the Letter of Compliance and the document was approved for submission to the Department of Tourism, Culture, Arts, Gaeltacht, Sport & Media.

5.0	Budget Estimates 2023
5.1	The Board noted the Budget Estimates for 2023. The Director explained that the document is in line with strategic plan areas of focus and provided an overview of the document, including a summary of key risks such as the significant increase in energy costs.
5.2	The Director also provided a summary of requested sanctions for 2023 and confirmed that all roles have been included that will be necessary to achieve the areas of focus (e.g. those relating to accessibility, sustainability and research) for the upcoming Strategic Plan 2023.
5.3	<u>Feedback</u> The Chair thanked the Director for her summary and some discussions followed on the upcoming budget year, pension costs, high energy costs and the importance of securing the sanctions listed in the Budget Estimates 2023 document. The Board considered the potential risks that could arise from a tighter payroll budget and Mr Loughlin confirmed that the Audit & Risk Committee would continue to monitor payroll and workforce. The Budget Estimates 2023 document was formally approved with the exception of minor amendments.
6.0	The minutes of and matters arising
6.1	The Chair thanked Mr Loughlin for chairing the last Board meeting. The minutes of April were proposed by Dr Power and seconded by Dr King with the exception of minor amendments.
6.2	<u>Matters arising</u> A letter on the Oversight Agreement and, specifically the Periodic Critical Review, was issued to the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media following the April board meeting. No response has been received as yet.
7.0	Executive Report
7.1	The Board noted the Executive report and the Chair welcomed the Director to provide some verbal updates. The Executive report was formally approved by the Board.
7.2	<u>Museum Standards Programme of Ireland Full Accreditation</u> The Chair wholly congratulated Board members (current and retired) and the NMI team for their significant efforts in aiding the three NMI sites (Collins Barracks, Turlough Park and Collections Resource Centre) to achieve full MSPI accreditation.
7.3	<i>An Gorta Mór</i> exhibit was visited by the Minister for Tourism, Culture, Arts, Gaeltacht, Sport and Media, Catherine Martin, T.D at the end of May at NMI – Decorative Arts & History. A note of thanks was recorded for the Minister’s visit.
7.4	<i>Architects in Schools</i> exhibition was officially launched by the Minister of State for Heritage and Electoral Reform, Malcolm Noonan, T.D., on 12 th May at NMI – Country Life. A note of thanks was recorded for Minister Noonan for attending the launch.
8.0	Special discussion topic: Risk in Focus
8.1	The Board noted the presentation on risk from the Director. The Director reported on the significant improvements made in the area of risk management and controls across the NMI over the past year.
8.2	<u>Monitoring of risk at Board Subcommittee level</u> The Board were in agreement that although risk is regularly monitored and interrogated by the Board and its Subcommittees, principally the Audit & Risk Committee), the monitoring of risks that are of relevance to Subcommittee work programmes should be more formally and strategically reviewed by each of the Board’s Subcommittee. It was agreed that risk would be added as an agenda item for all subcommittees going forward.

	The Board restated its commitment to the regular monitoring of both the NMI's strategic risk in addition to the NMI's Risk Register.
8.3	<u>Feedback</u> Discussions followed on the responsibility of the Board in assessing and monitoring strategic risks, and the mitigation the impact of risks that reside outside of the NMI's direct control. The Board discussed risk appetite. In the context of the development of NMI's upcoming Strategic Plan, Mr Loughlin advised that a clear exposition of the NMI's risk appetite should be formulated upon the consideration of the NMI's values. The Board agreed.
8.4	<u>Risk workshop to be scheduled</u> As part of the Board's rolling training programme, it was agreed that a Risk workshop would be arranged for Q4 2022 upon the appointment of new Board members.
9.0	Board Subcommittee updates
9a	<u>Audit & Risk Committee updates</u> The Board reviewed and approved the following documents, upon the recommendations from the Audit & Risk Committee: 1) Corporate Risk Register and 2) Financial pack.
9b1	<u>General Public Advisory Committee</u> The GPAC report was noted by the Board. Dr O'Donnabhain provided an overview of key discussion items. Dr O'Donnabhain informed the Board that the Executive will be updating GPAC on the Inclusive Museum in September and encouraged Board members to forward any best practice examples on inclusivity in museums.
9b2	<u>Acquisitions</u> It was agreed that a breakdown of NMI acquisitions per curatorial department would be included in GPAC Executive Reports on an annual basis.
9b3	<u>Presentation from the Director: 20th Century History of Ireland Galleries</u> Dr O'Donnabhain summarised the background of the History of Ireland Galleries for new Board members. As part of the wider public consultation process, it has been agreed that a workshop will take place later in the year. Board members are welcome to attend. Dr O'Donnabhain welcomed the Director to present on the project to date, including an overview of the final concept design.
9d	<u>Strategy & Engagement Committee</u> The Board noted the report. Dr King provided an overview of documents reviewed and topics discussed, including Derek Flynn's presentation on branding and wayfinding in museums. A note of thanks was recorded for Mr Flynn for his expert insight and recommendations. It was agreed that Retail and Philanthropy would be discussed at the November Strategy & Engagement Committee meeting.
9e	<u>Capital & Estates Committee</u> The Board noted the report. Mr Bowen provided an overview of documents reviewed and topics discussed, including updates on capital projects and ICT infrastructure.
10.0	A.O.B
10.1	<u>Subcommittee membership</u> In line with best practice, it was agreed that a 'sense check' of the Subcommittees and potential shifts in Committee members would be undertaken in September. The Chair encouraged all members to submit any feedback to her directly.
10.2	<u>New Board appointments</u> The Chair confirmed that shortlisting dates have been scheduled during the summertime and that it is hoped that the four Board vacancies will be filled in Q3 2022.
12.0	Date of next meeting The next Board meeting will take place on 29 th September at 10am.

End of meeting.

Signed by Chair of the Board:



Catherine Heaney

FEMVAL