

## Board of the National Museum of Ireland

### Minutes of Meeting

Thursday, 17<sup>th</sup> November 2022 at 10am via video-conference  
(Approved on 26<sup>th</sup> January 2023)

<b>Present:</b>	Catherine Heaney (Chair) Ambrose Loughlin Linda King Paolo Viscardi Susan Rogers Barra O'Donnabhain Marianne Doyle John Bowen	Helen Shenton Claudia Kinmonth Andrew Power Geraldine Sheridan Cathal O'Donoghue Beatrice Kelly Iseult Dunne Ciaran Byrne
<b>Apologies:</b>	Audrey Whitty (Deputy Director and Head of Collections & Learning, NMI)	
<b>In attendance:</b>	Lynn Scarff (Director, NMI) Aoife Hurley (Head of Operations, NMI)	Jade Dillon (Secretary to the Board, NMI) Gerri Moriarty (Strategic Plan Consultant, item 5.0 only)

<b>1.0</b>	<b>Opening of meeting, apologies if any and adoption of the agenda</b>
1.1	The Chair opened the meeting and apologies were conveyed for A. Whitty. G. Sheridan and C. O'Donoghue conveyed apologies in advance for needing to leave the meeting early. It was agreed that a closed session would be added to the end of the meeting.
1.2	<u>New Board Members</u> The Chair warmly welcomed new Board members Beatrice Kelly, Ciaran Byrne, Iseult Dunne and Marianne Doyle and each of the new members briefly introduced themselves to the Board.
<b>2.0</b>	<b>Conflicts of interest</b>
2.1	No conflicts of interest were recorded.
<b>3.0</b>	<b>Minutes of 30<sup>th</sup> June 2022</b>
3.1	The minutes were proposed by C. Kinmonth and seconded by P. Viscardi. There were no amendments.
<b>4.0</b>	<b>Executive updates</b>
4.1	The Board noted the Executive report. The Director provided updates on a number of areas, including: <ul style="list-style-type: none"> <li>• An update on recruitment, including the position of Curator of World Cultures.</li> <li>• A brief overview of NMI's submission on the draft 4th National Biodiversity Action Plan.</li> </ul>

	<ul style="list-style-type: none"> <li>An update on the successful Wales/Ireland Forum lunchtime event that was hosted by NMI and colleagues at National Museum of Wales at Collins Barracks in October 2022.</li> <li>An overview on NMI's input into the Monuments and Archaeological Heritage Bill as part of the stakeholder consultation phase. <b>It was agreed that NMI's Keeper of Irish Antiquities Division, Maeve Sikora would be invited to present to GPAC on the Bill next year.</b></li> <li>Minister for the Department of Public Expenditure &amp; Reform, Michael McGrath has been invited by Board Member, John R. Bowen to visit NMI – Archaeology in the coming weeks.</li> </ul>
<b>5.0a</b>	<b>Special discussion topic 1: draft Strategic Plan</b>
5.1a	<u>Strategic Plan Steering Committee</u> C. O'Donoghue, Board Member and Chair of the Strategic Plan Steering Committee, updated the Board on progress made on the drafting of the Strategic Plan.
5.2a	<u>Director's update on draft Strategic Plan</u> The Director summarised the proposed areas of focus for the strategic plan. Workshops with staff are due to be scheduled in early January to discuss the implementation plan.
5.3a	<u>Draft Strategic Plan feedback from the Board and updates from Strategic Plan Consultant, Gerri Moriarty</u> Gerri Moriarty joined the meeting remotely. The Board noted the most recent draft of the Strategic Plan and an open discussion followed on terminology used, areas of focus, the importance of the implementation phase, and areas in need of more consideration. The Secretary recorded Board comments and queries on behalf of the Director and the Consultant to assist in the further refinement of the draft.
5.4a	<u>Ministerial evaluation of the draft Strategic Plan</u> It was agreed that the Director and G. Moriarty would take all comments into consideration when refining the final draft. <b>The Board gave leave to the Director to submit the final draft for the attention of the Minister for the Department of Tourism, Culture, Arts, Gaeltacht, Sport &amp; Media, Catherine Martin, T.D.</b>  G. Moriarty left the meeting.
<b>5.0b</b>	<b>Special discussion topic 2: Board Subcommittees restructuring proposals</b>
5.1b	<u>Subcommittee restructuring in line with upcoming Strategic Plan</u> The Board noted the Subcommittee restructuring presentation. The Director summarised feedback per Chair of the Subcommittees on the proposed changes to the Committees to effectively align with the new upcoming Strategic Plan. It was agreed that the changes, including changes to Subcommittee titles, would be formally ratified upon the Minister's approval of the draft Strategic Plan.
5.2b	<u>Chair recruitment process.</u> The Chair updated the Board on the recruitment process for a new Chair of the Board and the skills requirements and desirable skills identified for the next Chair. The Chair notified the Board that her Board term ends in 2023 and that the appointment of a new Chair has commenced.
5.3b	<u>Vice-Chair</u> In the interest of a smooth transition and handover between the current Chair and future Chair, the Board formally endorsed A. Loughlin as the NMI Board's Vice Chair. It was agreed that A. Loughlin would resign as Chair of the Audit & Risk Committee to take on this new role. The Board warmly thanked A. Loughlin for his leadership as Chair of the ARC and warmly endorsed Cathal O'Donoghue as the new Chair of Audit & Risk Committee following his nomination.
5.4b	<u>Subcommittee membership</u> It was requested that the Board members would consider their membership and that all membership would be formally agreed on at the January meeting. L. King

	<p>informed the Board that she would be stepping down as Chair of the Strategy &amp; Engagement Committee. It was agreed that a new Chair for the Committee would be formally agreed on at the January Board meeting.</p> <p>A. Hurley and C. O'Donoghue left the meeting.</p>
<b>6.0</b>	<b>Subcommittee updates</b>
6.1	<p>The Board noted the reports from the following NMI Board Subcommittees:</p> <ol style="list-style-type: none"> <li>1. Capital &amp; Estates Committee.</li> <li>2. Strategy &amp; Engagement Committee.</li> <li>3. General Public Advisory Committee.</li> <li>4. Audit &amp; Risk Committee.</li> </ol> <p>The Chairs of the Subcommittees briefly updated the Board on key matters discussed at October and November meetings and welcomed any queries. The reports were formally adopted by the Board.</p>
6.2	<p><u>Budget 2023</u></p> <p>The Board noted the two budget allocation letters for 2023 to the Director and Chair.. The Board gave leave to the Chair, Vice Chair and the Executive to draft a letter to the Minister.</p>
6.3	<p><u>Energy crisis</u></p> <p>A. Loughlin updated the Board on the significant impact of the energy crisis on the NMI's sites. The Director informed the Board of the funding made available to NMI through the energy support package by the DTCAGS&amp;M.</p> <p>G. Sheridan left the meeting.</p>
6.4	<p><u>Policies</u></p> <p>The Volunteer policy, Records Management policy and Risk Management policy were formally adopted by the Board.</p>
6.5	<p><u>Corporate Risk Register</u></p> <p>The Board noted updates to the Corporate Risk Register and approved the document.</p>
<b>7.0</b>	<b>A.O.B</b>
7.1	<p><u>Board evaluation</u></p> <p>The Chair requested that all Board members, with the exception of new Board members, complete the internal Board Members questionnaire included in the Code of Practice for the Governance of State Bodies. It was agreed that all forms would be forwarded to the Secretary by 26<sup>th</sup> January 2023.</p>
7.2	<p><u>Legislation Committee report</u></p> <p>It was agreed that the draft report from the Legislation Committee on the review of the National Cultural Institutions Act 1997 would be brought to the attention of the Board in January 2023.</p>
<b>8.0</b>	<b>Date of next meeting</b>
8.1	<p>26<sup>th</sup> January 2023 at 10am.</p> <p><u>End of meeting.</u></p>

**Signed by Chair of the Board:**



(Catherine Heaney)