

DORNOCH HERITAGE SCOTTISH CHARITABLE INCORPORATED ORGANISATION (DHSCIO)
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES HELD ON 13TH SEPTEMBER 2022

PRESENT ~ Jerry Bishop (Chair), Tony Rundle (Secretary/Treasurer), Alison Davies, Brian Munro, Elizabeth Oakes and Andrew Senior. Peter Wild and Lynne Mahoney in attendance.

1. MINUTES: The minutes of the meeting of the Board held on 16th May 2022 were confirmed as a correct record.

2. MATTERS ARISING:

- a) Collections Management Software: The Chair reported that costings were being obtained from the company supplying the new software, to enable an application to be made for grant-aid.
- b) Accounts Software: Members were advised that it had been decided to postpone the introduction of this software until the close of the current financial year.

3. COMMITTEE REPORTS:

a) Museum Committee: AD reported that:

- i) the Accreditation submission timetable had been extended into 2023, and she referred to the updating of elements of the Collections Management policy;
- ii) a successful funding application had been made to MGS for the purchase of photographic equipment;
- iii) an application for funding to the Garfield Weston Foundation, in connection with the extension of the Museum, was under consideration;
- iv) Historylinks had produced a pop-up museum on the Cathedral Green, as part of the Jubilee Celebrations;
- v) the Museum had recently hosted three work experience students, from Dornoch and Tain Academies, one of which was also assisting as a volunteer;
- vi) the YCC's 'Our Environment, Our Heritage' Exhibition, currently on display in the Children's Room, had been selected to be part of the Highland Museums presentation at the Museums Association annual conference in Edinburgh, during November 2022;
- vii) the owner of the Katherine Gray dress had intimated that she was not willing to formally gift the dress to the Museum until such time as a specialist display case was obtained, for siting in the proposed extension. It was **agreed** that, as a matter of urgency, enquiries be made as to the cost of such a display case, and the feasibility of accommodating it within the existing Museum floor-space.

b) Heritage Society Committee: PW reported that a meeting of the DHS' committee had been held the previous week, when a substantial part of its winter programme had been agreed. He mentioned the possibility of repeating the successful DHSCIO fund-raising lunch, which was noted.

4. FINANCE:

a) Finance Up-date: Members noted Income & Expenditure summaries for the Museum and Heritage Society, together with an over-view of YCC project finances for the current financial year. It was **agreed** that Gift Aid accruing from a recent substantial donation to the Extension Project be also applied to that account.

b) Membership Applications: TR reported that there had been seven applications for membership of the DHSCIO since the May meeting of the Board, five full and two associate. It was **agreed** that these applications be approved.

c) Electricity Costs & FIT Payments: The Chair reminded members of the background to the Museum receiving Feed-in Tariff Payments. Despite the timely submission of scheduled meter readings, a payment had not been made to the Museum since December 2021, and he was having considerable difficulty in getting a response from the company concerned.

With regard to electricity costs, he reported that a new three-year contract had been entered into which, whilst more expensive than the current rates, would provide savings in the long term.

5. EXTENSION PROJECT UP-DATE: As reported in minute 3(a.[iii]) above, an application had been made to the Garfield Weston Foundation for a substantial grant towards the construction stage of the

Extension Project. It was noted that other possible sources of funding depended on the success of this initial application, and that construction costs were increasing in line with inflation. Should this application be unsuccessful there were other, more local, sources of initial funding to which an approach could be made.

6. ENERGY-SAVING PROJECT: The Chair reported that any further insulation of the Museum had been put on hold, pending changes in the heating system, but he was experiencing difficulties in obtaining estimates for the latter work. It was also intended to inspect and subsequently seal up any gaps in the Museum's door frames.

7. ARRANGEMENTS FOR ANNUAL GENERAL MEETING:

a) Date: 24th November 2022 at 7.00 p.m. ~ provisionally at the RDGC;

b) Board Review, Office Bearers etc: It was **agreed** that JBi and E.O. will stand down on this occasion, and seek re-election. The Chair emphasised the importance of co-opting new Trustees, and also confirmed that, in due course, it was his intention to stand down as Chair, and take on the role of Treasurer.

c) Constitution: It was **agreed** that the Chair be authorised to make such draft changes to the SCIO constitution as he deems necessary, to provide for the efficient appointment and tenure of office of the Charity's Trustees.

8. DATE OF NEXT MEETING: TBA.