

**DORNOCH HERITAGE SCOTTISH CHARITABLE INCORPORATED ORGANISATION (DHSCIO)**  
**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES HELD ON 22<sup>ND</sup> JUNE 2021**

**PRESENT (BY VIDEO CONFERENCING)** ~ Jerry Bishop (Chair), Tony Rundle (Secretary/Treasurer), Alison Davies, Brian Munro, and Elizabeth Oakes. Peter Wild in attendance.

**APOLOGY FOR ABSENCE:** Andrew Senior.

**1. MINUTES:** The minutes of the meeting of the Board held on 23<sup>rd</sup> April were confirmed as a correct record.

**2. MATTERS ARISING:**

- a) The Chair confirmed that the news letter (2c) had been published and circulated.
- b) PW had filmed the talk given by Todd Warnock (4b).

**3. GOVERNANCE:**

- a) Health & Safety Policy: It was **agreed** that this policy be accepted, with thanks to BM.
  - b) Volunteer Policy: It was **agreed** that this policy be accepted, with thanks to AS and LM.
- The Chair stated that, when all the policies had been agreed and accepted, it was his intention to standardise their format.

**4. COMMITTEE REPORTS:**

- a) Historylinks Museum: AD referred to the Committee's meeting held on 1<sup>st</sup> June, and made particular reference to ~
  - i) Discussion which had taken place concerning the display and siting of the Spinningdale Cist remains in the new extension. She reported that their whereabouts had now been confirmed by Inverness Museum, which was in discussion with HL concerning a loan. It was **agreed** to endorse the HL Committee's view that the sub-group should consider the re-siting of the remains, in line with specialist advice received.
  - ii) Her appreciation of KB's attendance at meetings of the Museum Committee, particularly regarding her advice on the accreditation process. It was possible that MGS would make contact in the autumn.
  - iii) Grant applications which were in preparation, notably to NLHF for the Museum's extension and associated staffing costs, and to the Co-op Community Fund for the YCC.The Chair asked if any progress had been made concerning the provision of uniforms for staff, and was advised that this was in hand, the favoured choice being that of a tailored jacket with Museum logo. He confirmed that this expense should be met from Museum funds.
- b) Dornoch Heritage Society: PW stated that a further two persons had agreed to join the Heritage Society Committee. He also reported that he had discussed the use of the RDGC meeting room for the Society's winter talks programme with NH and it was anticipated that there would be no problems with this arrangement. He intended to report to the next meeting of the Board concerning the talks and activities programme.

**5. FINANCE:**

- a) Finance Up-date: It was noted that current income to date from Museum admissions was approximately 30% down compared with the same eight-week period in 2019 (there was no comparable period during 2020), with retail takings being 40% down. Members agreed that, given the circumstances, this was to be expected. AD reported that she had received confirmation that a further tranche of £7,000 was being made available to the Extension Project, from HC/CG. TR reminded members that the Recovery & Resilience Project would be coming to an end on 30<sup>th</sup> June, when there would be a detailed assessment of grant spending. He stated that there was nothing to report concerning the DHS' finances.
- b) Membership Applications: TR reported that there had not been any applications for membership of the SCIO since the most recent meeting of the Board.

**6. EXTENSION PROJECT UP-DATE:** The Chair advised members that a Building Warrant application had now been made to the HC, and the Museum's architect had undertaken to deal with the various design matters raised by the Museum Committee and sub-group at a later date. It was hoped that a decision on the BW application might be received during July. Subject to a favourable decision, the project would then enter the Quantity Surveying stage to progress a bill of materials. He expressed the hope that the cost of building materials might decrease before the project reached the construction stage. He also summarised the current and intended applications for grant assistance for the project.

**7. DATE OF NEXT MEETING: 17<sup>th</sup> August 2021 at 2.00 p.m.**