

DORNOCH HERITAGE SCOTTISH CHARITABLE INCORPORATED ORGANISATION (DHSCIO)
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES HELD ON 28TH SEPTEMBER 2021

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

1. MINUTES: The minutes of the meeting of the Board held on 17th August 2021 were confirmed as a correct record.

2. FINANCE:

a) The Board noted summaries of Income & Expenditure for the Museum and Heritage Society, together with an overview of current museum projects. A comparison of current trading results with a similar FY-to-date period in 2019 was circulated;

b) TR reported on the current position concerning the SCIO's investment accounts. It was **agreed** (i) that the particular HTB account which had matured on 9th September be rolled-over for a further period of one year, and (ii) that JBi and TR be authorised to deal with a further roll-over at the end of December 2021.

c) Members were advised that an additional Museum current account was in the process of being opened with Clydesdale Bank (Virgin Money);

d) TR stated that the SCIO's Independent Examiner, Voluntary Groups Sutherland (VGS,) had advised its clients that it would be necessary for them to enter into a formal agreement prior to any further examinations being undertaken. In this connection, VGS was requesting details of names, addresses and identity verification from Trustees, account signatories and committee members;

e) JBi elaborated on the cash-flow forecast which had been produced recently;

f) One application had been received for full SCIO membership, and two applications for associate membership. It was **agreed** that these applications be approved.

3. COMMITTEE REPORTS:

a) Historylinks Museum: AD referred members to the minutes of the meeting of the Museum committee held on 3rd August 2021.

She particularly referred to the request which had been received from the Treasure Trove point of contact at the National Museum of Scotland (NMS) who had asked if Historylinks would be willing to accept future finds from members of the public on the Unit's behalf. AD stated that a meeting would be held on 30th September, involving Anne Coombs, to discuss the numerous implications arising from this course of action.

AD also advised that no date had been received for the accreditation submission.

b) Dornoch Heritage Society: EO referred to the committee meeting held on 19th August, when two new committee members had been welcomed. Work was in progress to draw up a schedule of winter-season talks (the first one to be held on 14th October), together with dates for the Film Night, Burns Supper and coffee mornings. It was suggested that, as some dates had been agreed, it might be desirable to publish a SCIO newsletter in the immediate future.

4. EXTENSION PROJECT UP-DATE:

a) Project up-date The Chair reported that, as the building warrant had now been granted, the SCIO was clear to go ahead with preparations for the construction phase of the project. He clarified minor amendments which had been made to the extension's design, and explained that the next step was to obtain costings. In this connection, the Board approved a payment to local chartered surveyors for the preparation of an Elemental Cost Plan. Members discussed a number of internal lay-out matters, in particular possible heating arrangements;

b) Funding JBi detailed approaches which had been made to a number of funding sources;

c) Local fund-raising AD stated that a meeting of an informal fund-raising group was to be held on 9th October. It was noted that an invitation to commence local fund-raising should be incorporated in the up-coming newsletter, and also in the SCIO web-site, with an agreed minimum target of £30,000.

5. GOVERNANCE: The Chair referred to the Museum's Forward Plan, as he had received a query concerning the up-dating of the document. He clarified that the next period to be covered by the plan was 2022-24, and that it would be the last of the series of policy documents to be reviewed.

6. INCIDENT AT MUSEUM: Members discussed a recent emergency which had occurred at Historylinks, and whether any formal review of procedures should take place. It was **agreed** that a full list of Board and Museum Committee members' contact details be drawn up and kept in a prominent position in the front office.

7. DATE OF NEXT MEETING: It was **agreed** that the SCIO's Annual General Meeting should be held at RDGC on **18th November 2021 at 7.00 p.m.**