

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
DORNOCH HERITAGE SCOTTISH CHARITABLE INCORPORATED ORGANISATION
(DHSCIO), HELD ON 10TH OCTOBER 2019**

PRESENT ~ Jerry Bishop (Chair), Elspeth Allan, Iain Allan, Patricia Balloch, Anthea Bannatyne, John Barnes, Joan Bishop, Janette Bremner, Ken Bromage, Mary Bromage, Isobel Bruce, Hazel Cameron, M. Douglas, Mary Gall, Susan Gardiner, Susan Hirst, Jerry Horak, Gordon Lawson, John Luckie, Mary Luckie, Annie Macdonald, A.R. Mackay, Kathleen Mackenzie, Sandee Mackenzie, Rose Matheson, Margaret McKay, William McKay, Evelyn McLennan, Brian Munro, Susan Munro, C. Murray, Christine Murray, Patrick Murray, Jean O'Brien, John Padbury, Shona Padbury, Diane Rennie, Kate Robinson, Ashley Rose, W. Graeme Ross, Tony Rundle, Betty Rutherford, Andrew Senior, Lorna Senior, Valerie Smith, Judi Sutherland, Deborah Thomasson, Ian Westacott, Sue Westacott, Peter Wild and Sally Wild. The Curator, Lynne Mahoney, was in attendance.

1. APOLOGIES FOR ABSENCE: Apologies for absence were submitted from the following members ~ Janet Ahearn, Patricia Andrew, Jill Barnes, Gary Bethune, Alison Davies, Susan Findlay, Stuart Gardiner, Val & Frank Gerstenberg, Neil Hampton, Kate Lawson, Fiona Macdonald, Heather Martin, Jane Mason, Elizabeth Oakes, Roddy Ross, Gordon Sutherland, Hilary Sutherland and William Sutherland,

2. MINUTES OF ANNUAL GENERAL MEETING HELD ON 11TH OCTOBER 2018: It was **agreed** that the minutes be accepted as a correct record of the meeting.

3. TRUSTEES' ANNUAL REPORT 2018/19: The Chair of the Board reported on the SCIO's activities during the FY 2018/19. The year had been one of continuing growth for the organisation, with increases in earned income, museum visitors and SCIO membership. The Museum Transformation Project had been completed, a substantial number of items added to the museum's collection, funding obtained for Phase 1 of the Extension Project, and a grant application submitted for the Longhouse Project (see minute 4). He also mentioned the Trustees' continued planning for the Museum's financial sustainability, free of revenue grants.

4. REPORTS OF SUB-COMMITTEES:

a) Museum Sub-committee: In the absence of the sub-committee's Chair, Jerry Bishop gave a report on her behalf. Reference was made to ~

- i) The large number of artefacts and digital images added to the collection during 2018/19;
- ii) The revision of the Historylinks Forward Plan;
- iii) The successful summer Police Exhibition;
- iv) Membership of Museums Heritage Highland (formerly the Highland Museums Forum);
- v) The museum's retention of Visit Scotland's Five Star grading;
- vi) The appointment of a Museum Assistant, and an increase in the number of volunteers;
- vii) A significant increase in outreach activities.

In this connection, a presentation on the museum's outreach work with local schools and care homes, and other projects was given by Lynne Mahoney. She referred to work related to the WW1 Commemoration, visits to the museum by local teachers and also outside organisations, the formation of a very successful Young Curators' Club, the progress of the East Sutherland Longhouse research project at Dalnamein, for which Heritage Lottery funding had been obtained, and the completion of the Sheriff McCulloch Memorial restoration project, which had involved youngsters from the local academy.

b) Dornoch Heritage Society Sub-committee: Peter Wild, Chair of the sub-committee gave a report on the Society's activities, which followed the usual successful pattern.

5. ACCOUNTS:

a) Review of 2018/19 Accounts: The meeting considered the accounts of the SCIO for the period 1st April 2018 to 31st March 2019.

It was **agreed** that the accounts be noted and approved.

b) Appointment of Independent Examiner: The meeting was informed that the Board had recommended that Voluntary Groups Sutherland (VGS [*formerly VG-ES*]) continues to act as the Independent Examiner of the SCIO's accounts. **Agreed**

c) Annual Subscriptions: In accordance with the Board's recommendation, it was **agreed** that the level of members' subscriptions remain at £10.

d) Investments & Notification of Change of Signatories: The Chair referred to the 2018/19 accounts, and stated that, during that period, £10,000 had been invested in a two-year fixed rate bond. The opportunity had also been taken, recently, to place a further £20,000 of the SCIO's reserves in a shorter term investment.

He stated that, in the near future, the Board would be considering revision of the SCIO's cheque/financial signatories, and it was also intended to introduced enhanced security regarding the organisation's online banking procedures.

6. ELECTION OF TRUSTEES: The meeting was informed that, in accordance with the constitution, Jerry Bishop and Elizabeth Oakes were standing down, but offering themselves for re-election. The remaining Trustees, namely Alison Davies, Brian Munro, Tony Rundle and Andrew Senior were standing for re-election. It was **agreed** that all the above-named Trustees be re-elected to serve on the Board.

7. MEMBERSHIP OF SUB-COMMITTEES: Members were reminded that, under the terms of the revised constitution, members of the Heritage Society and Museum sub-committees would be appointed by the SCIO Board. The meeting was informed that the following DHS sub-committee members, namely Anthea Bannatyne, Fiona Macdonald, Heather Martin, Brian Munro, Elizabeth Oakes, Tony Rundle, and Peter Wild; and the following Museum sub-committee members, namely Jerry Bishop, Alison Davies, Heather Martin, Jane Mason, Graeme Muckart, Dr. Elizabeth Ritchie, Tony Rundle and Peter Wild were willing to stand for re-appointment.

8. EXTENSION PROJECT: The Chair gave a comprehensive report on progress which had been made with this project since the 2018 Annual General Meeting. In chronological order, a grant to finance Stage 1 of the project had been obtained from the Scottish Land Fund (SLF), consultants appointed, a public consultation exercise carried out by way of a museum open-doors week-end, a valuation of the site obtained from the SCIO's valuers, a pre-application planning enquiry submitted and approved, and Business and Feasibility Plans completed. A presentation about the project had also been given to the local Community Council. It was hoped that on-going negotiations with representatives of the Highland Council, regarding details of the actual acquisition process, would enable the project to move on to Stage 2.

9. CLOSING REMARKS: There being no further business, the Chairman thanked members for their attendance, and closed the meeting.