

**DORNOCH HERITAGE SCOTTISH CHARITABLE INCORPORATED ORGANISATION (DHSCIO)**  
**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES HELD ON 16<sup>TH</sup> MAY 2022**

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

**1. MINUTES:** The minutes of the meeting of the Board held on 26<sup>th</sup> January 2022 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. Consideration was also given to the SCIO's completed Statement of Financial Activities, and the Statement of Balances for FY 2021/22. It was **agreed** that the SCIO's 2021/22 accounts be approved and that the Chair be authorised to sign off the Statement of Balances, prior to completion of the Annual Report and formal examination;

b) Three applications had been received for full SCIO membership since the January meeting of the Board. It was **agreed** that these applications be approved;

**3. COLLECTIONS MANAGEMENT SOFTWARE:** The Chair outlined the procedures currently being followed concerning the indexing and data management of the Museum's collection, together with the additional process of up-dating the archive (formerly the image library). The former was achieved by using the Axiell/Adlib software, while the archive was managed through a system provided by a locally based company. As the Adlib software was being terminated in January 2024, there was an opportunity to consider changing to a single system which would provide administrative access to both data-bases, plus public access to the archive. This could be provided either by Axiell, or by the local company mentioned above. The costs of these systems had yet to be ascertained, together with a number of other factors, before a decision could be made. It was **agreed** that the position be noted, pending the provision of more detailed information.

**4. ELECTRICITY:** The Chair presented a report detailing the estimated cost of providing the Museum with electricity for the current FY 2022/23, based on previous usage and increased prices, and reminded members that the current supply contract expired at the end of December 2022. There was likely to be a substantial increase in HL's spending on this utility, and the Board agreed that consideration should be given to various methods of economy. In this connection, the Chair reminded members that an Energy Audit was pending, which would provide a basis for more detailed discussion. In particular, he suggested that some thought be given to alternative methods of heating the Museum, together with enhancement of the building's insulation. Discussion also ensued concerning the benefits of the building's solar panels, and possible enhancements of that system.

**5. EXTENSION PROJECT UP-DATE:** The Chair advised the Board that, following the refusal of the grant application to the SSE Sustainable Development Fund, it was essential to consider the way forward, particularly as a substantial initial amount of funding was necessary to act as a catalyst for other grants. It was also noted that any major delay in progressing the project might result in detrimental fluctuations in the build cost. Reference was made to the Coastal Communities Fund (CCF), which was administered by the Highland Council, and it was suggested that further discussions might take place with the Heritage Lottery Fund.

It was **agreed** that ~

a) SSE be asked to provide details regarding any perceived deficiencies in HL's application, and of successful applicants;

b) the local Highland Council member be approached, concerning the advisability of an application to the CCF;

c) further discussions take place with the Heritage Lottery Fund and MGS, in order to clarify their position;

d) pending the outcome of these consultations, a members' newsletter be published outlining the current status of the project, and suggesting that consideration be given to alternative methods of fund-raising, such as pledging and crowd-funding.

**6. DATE OF NEXT MEETING: To be agreed.**