

**DORNOCH HERITAGE SCOTTISH CHARITABLE INCORPORATED ORGANISATION (DHSCIO)**  
**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES HELD ON 23<sup>RD</sup> APRIL 2021**

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

**1. MINUTES:** The minutes of the meeting of the Board held on 19<sup>th</sup> March were confirmed as a correct record.

**2. MATTERS ARISING:**

a) Enterprising Boards Scheme: The Chair reported that he had been in contact with the organisers of the Scheme, together with James Hilder, and it had been agreed that the SCIO would contact them later in the year regarding further meetings.

b) Vaccination Policy: Members were advised that a Covid-19 Vaccination Policy had now been formulated, and circulated to all potentially affected parties.

c) Newsletter: Reference was made to the up-coming publication of a SCIO newsletter which, it was anticipated, would be distributed electronically that day, and hand delivered during the following week.

**3. GOVERNANCE:**

a) Historylinks Policy Register Up-date: The Board reviewed the present position concerning the outstanding up-dating of SCIO policies, and those individuals responsible. LM stated that KB would be attending an MGS mentor training session in the near future, and it would be prudent for her to make enquiries as to the scope of the re-accreditation process and its timetable, in order for policy up-dating to be scheduled.

b) Re-accreditation Process: The Chair again emphasised that this had to be regarded as a team exercise.

**4. COMMITTEE REPORTS:**

a) Historylinks Museum Committee: AD referred members to the minutes of the most recent meeting, held on 6<sup>th</sup> April 2021. At that meeting, the Curator's Report had referred to arrangements which were being made for re-opening, provisionally on 26<sup>th</sup> April. LM stated that this date had now been confirmed, and everything was going to plan, with only a small amount of 'tidying up' outstanding. Arrangements had been made for the Museum to be cleaned prior to the opening date, and a sufficient number of volunteers had come forward to provide a reception service. Members expressed their appreciation of the preparatory work carried out by LM and CS.

The Board discussed possible arrangements for an Open Day, when the Museum would be accessible to the public free of admission charges ~ Museums & Heritage Highland (MHH) was co-ordinating a scheme amongst its member museums. Subject to clarification by the Scottish Government on 17<sup>th</sup> May, it was **agreed** that details should be considered by the Museum Committee, with the suggestion that the Open Day should take place over a week-end in late May/early June. BM referred to the national 'Doors Open Days' which would take place on 4<sup>th</sup> and 5<sup>th</sup> September 2021, and it was **agreed** that the Museum should also participate in this.

b) Dornoch Heritage Society Committee: Reference was made to events which were being planned by RDGC to celebrate the 200<sup>th</sup> anniversary of Old Tom Morris' birth (June 1821).and in which Historylinks might have some involvement. It was **agreed** that talks be held with Club representatives, to ascertain in which ways HL might be able to contribute usefully to the celebrations.

**5. FINANCE:**

a) Annual Accounts: The Board considered the SCIO's accounts for the 2020/21 financial year, comprised of receipts and payments accounts for HL and DHS, together with an amalgamated account of the SCIO's financial activities and a formal statement of balances. It was **agreed** that the accounts be accepted.

b) Finance Up-date: TR reported on income and expenditure transactions which had occurred post-31<sup>st</sup> March 2021, and particular reference was made to the receipt of grant aid from the Strategic Framework Business Fund. It was **agreed** that £10,000 of this grant be ring-fenced by way of a one-year investment, to be applied in due course specifically to the construction costs of the Museum's extension. It was further **agreed** that JBi and TR be authorised to agree the details of said investment.

With reference to the Projects Overview, it was noted that the YCC now had sufficient funds in hand to enable a further 12 months' operation.

c) Membership Applications: TR reported that there not been any applications for membership since the March meeting of the Board.

## **6. EXTENSION PROJECT UP-DATE:**

a) Planning Permission: JBi reminded members that planning consent had now been obtained, with the proviso that there should be professional archaeological monitoring of the site during excavations.

b) Building Warrant Process: A meeting had been arranged with the SCIO's architects for the following Monday (26/4), to discuss the process of obtaining a Building Warrant. Subsequent to this, there would be a meeting of the Extension Sub-committee.

This stage of the project was fully funded. Consideration would have to be given to details such as external finishes, heating and specialist lighting arrangements, positioning of power sockets etc., also taking into account environmental factors. It was anticipated that the SCIO would be in a position to apply for the Warrant at the end of the summer.

c) Construction Funding:

i) SSE: Members considered and approved the application, which had been completed by JBi and AD, to the Beatrice Partnership Fund (post-note: submitted 24/4/21);

ii) Heritage Lottery Fund: AD stated that an 'Expression of Interest' had been submitted, which would lead to more detailed discussions with that Fund;

iii) Robertson Trust: It was **agreed** that this potential funder be discounted, and that alternative sources of finance be investigated, including the Gordon & Ena Baxter Foundation.

**7. PROVOST'S CHAIN OF OFFICE:** The Chair reported that this had now been professionally valued, with the result that all interested parties were completely satisfied with the security measures currently in place at the Museum.

**8. DATE OF NEXT MEETING: 22<sup>nd</sup> June 2021 at 2 p.m.**