

DORNOCH HERITAGE SCOTTISH CHARITABLE INCORPORATED ORGANISATION (DHSCIO)
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES HELD ON 5th JUNE 2023

PRESENT ~ Andrew Senior (Chair), Jerry Bishop (Treasurer), Alison Davies, Richard Hickson, Fiona McKinlay, and Tony Rundle. Lynne Mahoney (Curator) in attendance.

APOLOGY: Peter Wild.

1. MINUTES: The minutes of the meeting of the Board held on 11th April 2023 were confirmed as a correct record.

2. MATTERS ARISING:

a) Heating System: JBi reported that Phase One of the project had been completed, and there remained £1,000 to draw down from the MGS grant. Phase Two would not be progressed until it could be co-ordinated with the construction of the Museum Hub.

b) Mentor: AD stated that Karen Buchanan was no longer able to fulfil the role of mentor. However, MGS had confirmed that, given the Curator's experience, it would not be necessary for the accreditation process to be overseen in this manner. A number of neighbouring museums currently involved in the process had offered to provide mutual advice and support, and it was also noted that MGS was willing to check and advise on the content of policies prior to formal submission. RH offered to share Accreditation policies he had written for MGS purposes.

3. TRUSTEES:

a) Transition Arrangements: AS asked if it would be possible to convene a meeting to clarify various matters relating to the changes in office-bearers (minute 4b of 11/4/23). In this connection, AD suggested that the SCIO membership should be advised of these changes, and it was **agreed** that JBi would endeavour to publish a newsletter in the near future, and a 'Handover' Meeting would be organised.

b) Annual Report: TR stated that the SCIO's Annual Report & Accounts for the FY 2022/23 would be delivered to Voluntary Groups Sutherland (VGS) the following day, for examination.

4. FINANCE:

a) Membership Applications: Members noted that two applications for full membership of the SCIO had been received since the most recent meeting of the Board. It was **agreed** that these applications be approved.

b) Financial Position: The Board noted information previously circulated by JBi, regarding the Museum's income thus far into the 2023 season, together with the SCIO's current account and investment balances. He stated that it was likely that the Museum would suffer a larger deficit for the current FY than had been previously estimated, and he asked members to consider possible alternative sources of income.

Reference was made to a recent meeting with representatives of the Station Hotel, and the possible development of a mutually beneficial partnership.

c) Grant Aid Requirements: AD referred to difficulties which were being experienced in the recruitment of an Outreach Worker. She also mentioned an approach which had been made to the Edinburgh Sutherland Association for this project's funding.

5. PROJECT UPDATES:

Historylinks Heritage Hub Project: A revised plan was circulated which provided for additional archive storage.

a) Funding Update: JBi reported on the current position, and indicated potential sources of funding which might be utilised to cover any anticipated shortfall. AD stated that, in company with the Curator, she had discussed layout and design with a consultant, and would be circulating notes of that meeting shortly.

b) **Construction Programme:** Members were advised that the sub-committee would be meeting again on 12th June. Its views would be submitted to the q/s and architect to assist in the preparation of tender documents.

6. COMMITTEE REPORTS:

a) **Museum Committee:** AD reminded members that the minutes of the most recent meeting had been circulated, and particularly referred to action being taken following a meeting with the RDGC's archivists.

b) **Heritage Society Committee:** In PW's absence, it was reported that the recent Coffee Morning had raised £650 for Society funds. A programme of talks for the winter season had been completed and, in this connection, JBi stated that Todd Warnock wished to give a further talk about the role played by John Sutherland and Walter Matheson in the development of golf in the town. He was in the process of accommodating this in the programme.

TR reminded the Board that he no longer had any access to the Society's financial and bank records, and that any enquiries should be directed to the incoming Treasurer.

7. GOVERNANCE:

a) **Safeguarding Policy:** The Board expressed its appreciation of work undertaken by FMcK to revise this policy.

b) **Policy Reviews:** It was **agreed** that an item be placed on the agenda for the next meeting of the Board to provide for further discussion of this matter.

8. OTHER COMPETENT BUSINESS:

a) **Provost's Chain & Robes:** JBi stated that the Community Council would be discussing the signing of an agreement at its next meeting, concerning the Museum's retention of the regalia. AD/AS to contact Community Council Chair to indicate our concern.

b) **Dornoch Business Improvement District:** Members were advised that a process was in place to establish a Business Improvement District, which was still in the consultation stage.

c) **Relationship Agreement between Dornoch and Pinehurst:** Discussion ensued regarding S.3 of the proposed agreement, and its possible implications for the Museum. It was observed that an agreement between the principal parties could not be binding on other organisations mentioned in the document. AD to note this with the Community Council.

d) **Strathnaver Museum:** AD reported that she, and other HL representatives would be visiting the museum, and a report would then be submitted to the Museum Committee and Construction Sub-Group, and copied to the Board.

9. DATE OF NEXT MEETING: Monday 14th August 2023 at 11 a.m.