

DORNOCH HERITAGE SCOTTISH CHARITABLE INCORPORATED ORGANISATION (DHSCIO)
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES, HELD ON 9TH DECEMBER 2019

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

1. MINUTES OF MEETING HELD ON 15TH OCTOBER 2019

The minutes of the meeting of the Board held on 15th October 2019 were confirmed as a correct record.

2. ACCOUNT SIGNATORIES: NTR. Will be actioned for next meeting of Board.

3. EXTENSION PROJECT:

a) Business Plan: It was agreed that this document be accepted, subject to the Executive Summary being submitted in place of the Feasibility Study. (???)

b) Stage Two Cost Plan: Consideration was given to cost details submitted by Torrance Partnership, and members suggested that their figures had been assessed on a conservative basis. It was felt that there might be some flexibility available in the detailed final costs

c) Highland Council Offer Pack: Members noted that a considerable volume of local indications of support for the project had been received. It was agreed that the Chair be authorised to proceed with the finalisation of any necessary documentation, providing for the formal submission of an offer to purchase the Museum site from the Highland Council on the terms previously agreed by the Board.

4. FINANCE: Members considered Income & Expenditure summaries for the Museum and Heritage Society, together with a financial over-view of the various projects in which the Museum was currently involved.

5. POLICY REVIEWS:

a) Volunteer Policy: AS submitted a revised document. It was agreed that the document be accepted, subject to the deletion of the reference to 'Clause 105 of the Constitution' in Paragraph 1.

b) Recruitment & Selection Policy: BM asked that consideration of this document be deferred to the next meeting of the Board. In this connection. it was noted that the SCIO did not have an 'Equality & Diversity' policy, and it was agreed that a standard version of this policy be incorporated in the R&S Policy.

c) SCVO Good Governance Document: The Chair undertook to circulate this document for members' consideration, prior to discussion at the next meeting of the Board.

6. COMMITTEE REPORTS:

a) Museum Committee:

i. End-of-Year Update: AD stated that the Historylinks had enjoyed a very successful season, both in the operation of the Museum, and also through the varied out-reach activities and other projects. She referred to the recent 'walk-through' inspection of the Museum and the subsequent production of a programme of works to be carried out during the winter season. In this connection, the Chair stated that the condition of the building's security and fire alarm systems had depreciated, and they were in need of re-assessment and renewal. It had been suggested that any replacement security system might be designed so as to indicate exactly where a breach had occurred. It was also noted that any replacement system should be capable of expansion, if and when the development of the extension took place. It was agreed that AD and JBi be authorised to seek estimates from appropriate contractors (including Northern Alarms) for the replacement and up-grading of the alarm system. AD also referred to the fact that there were a number of vacant seats on the Museum Committee, and asked members to think about possible candidates.

ii. Projects update: AD commented on the on-going success of the Young Curators' Club, for which sufficient funding existed for FY 2020/21. Work on the McCulloch Memorial had now been completed, and the final grant received. The formal programme for the Longhouse project was being

finalised, in which there would be evidence of community involvement. Both the Project Manager and the Sessional Worker were now in post.

iii) Plans for 2020: AD referred to the hopeful loan of the 17th century dress, and its possible display during Fibrefest 2020. A number of domestic items currently in storage would be displayed outside the building for the 2020 season. Curatorial support had been obtained from Gairloch Museum, and its curator would be visiting Historylinks in March 2020. It was also intended to mount a display of the numerous photographs relating to the local fire station, recently obtained by BM.

b) DHS Committee: EO reported that Angela Godfrey had joined the committee. She gave a report on the Heritage Society's activities, particularly the recent very successful coffee morning, and the Society's future programme. Reference was also made to the up-coming Film Night, to be held on Friday 13th December.

7. MEMBERSHIP APPLICATIONS: TR reported that, since the October meeting of the Board, there had been applications for four full memberships. It was agreed that these applications be approved.

8. MARKET AT SOCIAL CLUB: It was noted that the SCIO had been asked to be responsible for catering at this event on 14th December.

9. 20TH ANNIVERSARY VIDEO: It was suggested that copies of this video be made available to the public, in return for an appropriate donation, and that, in company with the SCIO's Christmas card, copies be sent to ex-members of the committee, such as the Reddins, and Peter Fairgrieve.

10. DATE OF NEXT MEETING: TBA.