

## Board of the National Museum of Ireland

### Minutes of Meeting

Thursday 13<sup>th</sup> June 2024, at 10:45am  
via videoconference  
(Approved on 19<sup>th</sup> July 2024)

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**Present:** Cathal O'Donoghue  
Ambrose Loughlin  
Rowena Neville  
Marianne Doyle  
Susan Rogers  
Barra O'Donnabhain

Beatrice Kelly  
Iseult Dunne  
John Bowen  
Geraldine Sheridan  
Claudia Kinmonth  
Ciaran Byrne

**Apologies:** Helen Shenton  
Suzanne Costello

**In attendance:** Lynn Scarff (Director)  
Aoife Hurley (Director of Operations)  
Dr Éimear O'Connor (Director of  
Collections & Access)

Mark Sherry (Head of Finance  
& Procurement)  
Jade Dillon (Secretary to the  
Board)

- 1.0 Opening of meeting, apologies if any and adoption of the agenda**
- 1.1 The Chair of the Board opened the meeting and apologies were conveyed for H. Shenton. C. Byrne apologised in advance for needing to leave the meeting early. The agenda was formally adopted.
- 2.0 Declaration of conflicts of interest, if any**
- 2.1 No conflicts of interest were disclosed.
- 3.0 Previous minutes**
- 3.1 The minutes were approved by J. Bowen and B. O'Donnabhain.
- 3.2 Matters arising  
Any matters arising to be dealt with under agenda.
- 4.0 Chair of the Board and Director updates**
- 4.1 ESG Priorities  
The Chair of the Board gave updates on the areas of ESG priorities in committees, collaborations with NCIs and work by the Director on internal communications systems.
- 5.0 Executive Report and Business Plan 2024 Updates**

- 5.1 The Board noted the two documents, and the Director provided an overview of each, including the following:
- Recruitment at NMI.
  - Visitors numbers for April 2024.
  - ‘We Make Our Own Histories – In Conversation’ series of talks, as part of Decade of Centenaries NMI Artist-in-Residency Programme.
  - Public talks by NMI staff, including at the Dublin Gastronomy Symposium.
  - Making Space for Change
- 6.0 Special Discussion Topic: Strategic discussion on the collection storage and access**  
The Board discussed collections storage and access at NMI.
- 7.0 Break**
- 7.1 At 12:00pm, the meeting was paused for a comfort break, and the meeting resumed at 12:05pm.
- 8.0 Committee Reports**
- 8.1 The Board noted and formally approved all reports.
- 8.2a Governance Audit & Risk Committee update**
- 8.2b The Chair of the Governance, Audit & Risk Committee provided an overview of discussions at Committee level on 1), Approach to budget estimates for 2025, 2) the financial pack, 3) the Corporate Risk Register, 4) the Oversight Agreement. All documents were formally approved by the Board.
- 8.2c Financial Statements 2023 and Letter of Representation  
The Board noted the Financial Statements 2023 and Letter of Representation. **The Board formally approved the Financial Statements and the Letter of Representation for 2023 to be signed by the Chair of the Board and the Chair of the Governance Audit & Risk Committee for submission to the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media.**
- 8.2d Michael O’Sullivan  
It was noted that External Committee Member for the Governance Audit & Risk Committee, Michael O’Sullivan will finish his six-year term on 18th June 2024. On behalf of the Board, the Governance, Audit & Risk Committee and the Executive, a note of sincere thanks was recorded for Michael, for his service to NMI, for his expert guidance in financial matters in particular, and for his proactive nature as an integral member of the Governance, Audit & Risk Committee.
- 8.2e Equality, Diversity and Inclusion Policies and Code of Conduct for Employees  
The Board noted and approved the policies and Code and these were proposed by R. Neville and seconded by G. Sheridan.
- C. Byrne left the meeting.
- 8.3a General Public Advisory Committee updates**
- 8.3b B. O’Donnabhain updated the Board on a number of discussions that took place at GPAC’s last Committee meeting, including the following:
- NMI’s Keeper of Art & Industrial Division, Dónal Maguire presented to the Committee on the development of the Changing Ireland exhibition.

- NMI are seeking Autism-Friendly accreditation for NMI – Country Life, NMI - Archaeology and NMI – Decorative Arts & History. The accreditation programme will also include a specialised training programme for NMI staff. The Committee conveyed their support to NMI with this endeavour.

**8.4a Communications & Development Committee updates**

8.4b No meeting was held prior to the Board meeting of 13<sup>th</sup> June.

**8.5a Capital & Estates Committee updates**

8.5b No meeting was held prior to the Board meeting of 13<sup>th</sup> June.

**9.0 A.O.B**

9.1 Board Secretary Career Break

The Director informed the Board that the Board Secretary's career break request has been approved, with the career break commencing at the end of August. On behalf of the Board, the Chair wished J. Dillon the very best with her leave.

9.2 Closed discussion

Ahead of the Director's Mid-Year check-in, a closed discussion took place between the Chair and Board members. The Executive and Board Secretary left the meeting.

**10.0 Date of next meeting**

10.1 18<sup>th</sup> and 19<sup>th</sup> July 2024 at Breaffy House Resort, Castlebar, Co. Mayo. **It was agreed that heads of departments would be invited to present to the Board on strategic projects at the next Board meeting in July.**

End of meeting.