

Toitū Otago Settlers Museum Board MINUTES

Minutes of an ordinary meeting of the Toitū Otago Settlers Museum Board held in the Otago Settlers Association Board Room, Toitū Otago Settlers Museum, 31 Queens Gardens, Dunedin on Monday 22 February 2021, commencing at 9.30 am

PRESENT

Chairperson Phil Dowsett

Members Cr Rachel Elder Cr Doug Hall
Cr Carmen Houlahan Susan Schweigman
Peter Smith

IN ATTENDANCE Nick Dixon (Group Manager Ara Toi) and Cam McCracken
(Director - Dpag, Toitū, Lan Yuan)

Governance Support Officer Rebecca Murray

1 APOLOGIES

There were no apologies.

2 CONFIRMATION OF AGENDA

Moved (Phil Dowsett/Cr Rachel Elder):

That the Board:

Confirms the agenda without addition or alteration.

Motion carried

3 DECLARATIONS OF INTEREST

Members were reminded of the need to stand aside from decision-making when a conflict arose between their role as an elected representative and any private or other external interest they might have.

Member Peter Smith advised the new name for the Rotary Club of Dunedin North.

Moved (Phil Dowsett/Cr Doug Hall):

That the Board:

- a) **Amends** the Elected or Independent Members' Interest Register; and
- b) **Confirms** the proposed management plan for Elected or Independent Members' Interests.

Motion carried (TOSM/2021/001)

4 CONFIRMATION OF MINUTES

4.1 TOITŪ OTAGO SETTLERS MUSEUM BOARD MEETING - 5 OCTOBER 2020

Moved (Phil Dowsett/Cr Doug Hall):

That the Board:

Confirms the Toitū Otago Settlers Museum Board meeting held on 05 October 2020 as a correct record.

Motion carried

REPORTS

5 TOITŪ OTAGO SETTLERS MUSEUM AND LAN YUAN ACTIVITY REPORT

The report covered the activities of Toitū Otago Settlers Museum and Lan Yuan Dunedin Chinese Garden (DCG) as at 31 December 2020 and discusses activities from 1 September 2020.

The Group Manager Ara Toi (Nick Dixon) and the Director - Dpag, Toitū, Lan Yuan (Cam McCracken) spoke to the report and responded to members' questions.

Moved (Phil Dowsett/Cr Rachel Elder):

That the Board:

- a) **Notes** the Toitū Otago Settlers Museum and Lan Yuan Activity Report for the period 1 September 2020 to 31 December 2020.
- b) **Requests** a meeting between senior staff and the Board Chair to explore a possible pathway to provide financial information in future Activity Reports.

Motion carried (TOSM/2021/002)

6 TOITŪ OTAGO SETTLERS MUSEUM COLLECTION MANAGEMENT POLICY

The report provided an update on the Collections Management Policy for Toitū Otago Settlers Museum.

The Group Manager Ara Toi (Nick Dixon) and the Director - Dpag, Toitū, Lan Yuan (Cam McCracken) spoke to the report and responded to members' questions.

Members agreed that the amended policy would be forwarded to the Board by 22 March 2021.

Moved (Phil Dowsett/Cr Doug Hall):

That the Board:

Endorses the Toitū Otago Settlers Museum Collections Management Policy with the minor amendments as agreed.

Motion carried (TOSM/2021/003)

The meeting concluded at 11.15 am.

.....
CHAIRPERSON