
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 Wednesday 26 August 2026, commencing at 9:30 a.m.

PRESENT

Chairperson Mr Phil Dowsett

Members Cr John Chambers Cr Doug Hall
Mr Peter Smith Ms Moira Styles
Cr Brent Weatherall

IN ATTENDANCE Jane Macknight, Exhibitions & Collections Manager - Toitu & Lan Yuan

Governance Support Officer Jean Cockram

1 APOLOGIES

Moved (Mr Phil Dowsett/Mr Peter Smith):

That the Committee:

Accepts the apologies for absence from Cam McCracken and Mike Costelloe.

Motion carried (TOSM/2026/006)

2 CONFIRMATION OF AGENDA

The Chair foreshadowed three matters he wished to raise under a new Agenda Item 6 (Items from the Chair).

Moved (Mr Phil Dowsett/Mr Peter Smith):

That the Committee:

Confirms the agenda with the addition of Item 6 (Items from the Chair).

Motion carried (TOSM/2026/007)

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.

There were no new declarations of interest.

Moved (Mr Phil Dowsett/Cr Brent Weatherall):

That the Committee:

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

Motion carried (TOSM/2026/008)

4 CONFIRMATION OF MINUTES

4.1 TOITŪ OTAGO SETTLERS MUSEUM BOARD MEETING - 3 JUNE 2026

Moved (Mr Phil Dowsett/Ms Moira Styles):

That the Committee:

Confirms the public part of the minutes of the Toitū Otago Settlers Museum Board meeting held on 3 June 2026 as a correct record with the following alteration: Moira Styles' title to be corrected from Mrs to Ms.

Motion carried (TOSM/2026/009)

REPORTS

5 TOITŪ OTAGO SETTLERS MUSEUM ACTIVITY REPORT

A report from Arts and Culture provided an update on the activities of the Toitū Otago Settlers Museum from 1 April 2026 to 30 June 2026.

Moved (Mr Phil Dowsett/Cr Brent Weatherall):

That the Committee:

Notes the Toitū Otago Settlers Museum Activity Report for the period 1 April 2026 to 30 June 2026.

Motion carried (TOSM/2026/010)

6 ITEMS FROM THE CHAIR

The Chair raised three items for consideration:

1. Raising the profile of the Otago Settlers' Association on the Toitū Otago Settlers Museum website;
2. Reviewing the KPI target for visits to the Museum; and
3. Providing feedback from the Otago Settlers' Association following their preview of the new exhibit, "Te Awa: River of Many Journeys".

Moved (Mr Phil Dowsett/Mr Peter Smith):

That the Committee:

- a) **Engages** in further discussion with the Toitū Otago Settlers Museum about its website; and
- b) **Requests** that the Museum visitation KPI target be reviewed.

Motion carried (TOSM/2026/011)

The meeting concluded at 10.00am.

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CHAIRPERSON