
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 05 October 2020, commencing at 9.04 am

PRESENT

Chairperson	Phil Dowsett	
Members	Cr Rachel Elder Susan Schweigman	Cr Doug Hall Peter Smith

IN ATTENDANCE Nick Dixon (Group Manager Ara Toi), Cam McCracken (Director – DPAG, Toitū, Lan Yuan)

Governance Support Officer Rebecca Murray

1 APOLOGIES

An apology had been received from Cr Carmen Houlahan.

Moved (Phil Dowsett/Peter Smith):

That the Board:

Accepts the apology from Cr Carmen Houlahan.

Motion carried (TOSM/2020/001)

2 CONFIRMATION OF AGENDA

Moved (Phil Dowsett/Cr Rachel Elder):

That the Board:

Confirms the agenda without addition or alteration.

Motion carried (TOSM/2020/002)

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.

Peter Smith updated his register of interest and advised he is the Chairperson for the Otago Settlers Association and no longer owns a residential property in Naseby.

Moved (Phil Dowsett/Susan Schweigman):

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/2020/003)

4 CONFIRMATION OF MINUTES

4.1 TOITŪ OTAGO SETTLERS MUSEUM BOARD MEETING - 21 AUGUST 2019

Moved (Phil Dowsett/Cr Rachel Elder):

That the Board:

Confirms the Toitū Otago Settlers Museum Board meeting held on 21 August 2019 as a correct record.

Motion carried (TOSM/2020/004)

REPORTS

5 TOITŪ OTAGO SETTLERS MUSEUM AND LAN YUAN ACTIVITY REPORT

A report covered the activities of Toitū Otago Settlers Museum and Lan Yuan Dunedin Chinese Gardens (DCG) as at 31 August 2020 and discusses activities over the past 12 months.

Cr Doug Hall entered the meeting at 9.12 am.

The Group Manager Ara Toi (Nick Dixon) and the Director – DPAG, Toitū, Lan Yuan (Cam McCracken) spoke to the report, provided clarification on the financial reporting provided in the report and responded to members' questions.

Moved (Phil Dowsett/Cr Doug Hall):

That the Board:

- a) **Notes** the Toitū Otago Settlers Museum and Lan Yuan Activity Report for the 12 months to 31 August 2020.

Motion carried (TOSM/2020/005)

6 FREQUENCY OF TOITŪ OTAGO SETTLERS MUSEUM BOARD MEETINGS

A report from Civic provided options on the frequency of meetings for the Toitū Otago Settlers Museum Board to consider.

Moved (Phil Dowsett/Cr Rachel Elder):

That the Board:

- a) **Approves** the Toitū Otago Settlers Museum Board meetings being held quarterly, on a Monday at 9.30 am.
- b) **Notes** that where a meeting date falls on a public holiday that the meeting either be held the next day or the following Monday.

Motion carried (TOSM/2020/006)

7 MUSEUM CLUSTER IN DUNEDIN

The Board had a discussion on the Dunedin Museum cluster.

The Group Manager Ara Toi (Nick Dixon) and the Director – DPAG, Toitū, Lan Yuan responded to members' questions which included the level of collaboration and relationships with organisations in Dunedin.

The meeting concluded at 10.08 am.

.....
CHAIRPERSON