



Minutes of a Meeting of the Board of Directors of Comann Eachdraidh Lios Mòr held at
INM, 22nd November 2024

Present

Directors: Jennifer Baker (JB), Morag Ferguson (MF), Mike Robertson, Memory McDonald (MM), Michelle MacGregor (MMac), Noelle Odling (NO).

Committee Members: Pauline Dowling (PD)

1. Apologies Douglas Breingan (DB), Ailsa Clarke (AiC), David Clarke (DC), Clare Haworth (CH), Anne Livingstone (JL), Julie Livingstone (JL), Memory McDonald, Bob Hay

2. Approval of the Minutes of 23rd October 2024.

The minutes of the last meeting were not approved due to a discrepancy in the treasurer's report which the treasurer wished to rectify before approval.

3. Matters arising from 10 May.

Visit of Glencoe Museum. A Zoom meeting was held in November. A short report on the meeting with the Project Manager of the Glencoe Folk Museum Upgrade was presented and the Board would like to thank for forwarding copies of the helpful documentation subsequently received. The Board agreed that they were clearer about the steps required and agreed to keep up momentum by holding another meeting of the futures group in December. The drawings previously prepared could be helpful in discussing options.

Placemaking in Museums (MGS). Online event 5 December. BH circulated details to the Board with a PowerPoint for discussion. Not all Directors had reviewed the proposed presentation and so all agreed to review and action as appropriate before the 5th.

Skills Matrix. Most Directors have now submitted completed forms. Work will continue until completion. The final version will be used in support of the Accreditation submission in February.

Contactless Donations. A report on contactless donations was tabled and the group ruled out several options due to cost. The Board agreed that further consideration was required and in the interim, suggested that the option of donating at the till could be better promoted.

Laura Major's application to the ESRC. The Chair reported that a letter had been sent to LM in support of the ESRC application.

Update on CELM website. PB updated the Board on the ongoing improvements, which currently focus on responsive and accessible design, and simplification of the menu structure. The board noted the difficulties in uploading or adding documents. Work also continues with respect to updating information on the Visit Scotland site. Board members

agreed that they would help where possible on reporting and providing photographs of Taproot events which are continuing over the winter.

4. Treasurer's Report (NO). NO to edit, please.

The treasurer informed the Board an error in the previous reporting of restricted funds and the updated figures were tabled. Funds in the bank were healthy and donations continued at a steady pace. As in previous years, TAIC will donate to CELM in December. The treasurer continued the work in claiming gift aid for small donations in the previous two years. The current electricity contract is due to end and research is ongoing on alternative providers to ensure the best possible deal

5. Property Report (MM).

Nothing to report.

6. Taic.

Nothing to report.

7. Curator Report.

BH reported that most of the work on *Organisational Health* and *Managing Collections* is nearing completion.

The following still need to be updated:

Organisational Health

- Secure occupancy of all premises containing collections
- A risk assessment of security arrangements
- A clear workable emergency plan

Users and their Experiences

- An approved access policy
- An access plan
- You understand who uses your museum and who doesn't
- You use information to assess your user's needs
- You have a plan for developing your range of users
- You communicate effectively with users and potential users through a range of access, marketing and promotional activities

Work in progress. The full inventory of the object collection, including a check on condition, began on Monday 25 November. This will take a week or two, depending on available hours. The process will allow MF to become acquainted with the collection, as well as meeting a requirement for accreditation. The cataloguing of the Achadun Assemblage is one issue that we have not attended to since we received it in 2016. We have a basic numbered catalogue from HES (more than 500 artefacts) and BH checked this in detail at the time, including condition, when each item was wrapped and stored correctly. To do a detailed inventory and description would require a very substantial investment of time – at an estimate at least two or three weeks full time. BH will take professional advice about the need to do this under our Treasure Trove responsibilities. *It would be good if DCB could advise.*

8. Education and Outreach.

The Clarkes were asked to report on Education and Outreach to the next meeting and present future ideas.

Next Meeting. 16th December 12.30 at INM.