

Minutes of Ullapool Museum Board Meeting – held 8pm 25th January 2023 by zoom.

Present:- Mhairi Muncaster, George Hobbs, Erik Lundberg, Penny Stewart and Siobhan Beatson – Ullapool Museum Manager.

1. Welcome

Mhairi welcomed Erik to the meeting and explained that at the AGM Erik had expressed an interest in joining the board. Since then he had had chats with both Mhairi and Siobhan and would have a trial period with the board. Erik then introduced himself and gave a brief account of his working background to the board. Board members then introduced themselves and spoke briefly about their backgrounds. George's sister Marian had also expressed an interest in joining the board. Mhairi would contact Marian ahead of the next board meeting. Mhairi will send out the dates for the board meetings for the year and also for the AGM.

2. Manager's Report

A full copy of the report was sent to board members before the meeting.

Siobhan mentioned a new project which was in its' the early stages. This was a Creative Writing link up with the English Department at Ullapool High School. The blacksmith was booked to come at the end of February to fix and paint the gates, and a decorator to paint the double doors.

Museum opening date was the beginning of April.

The closing date for the Marketing Assistant was 6th February and interviews would be week of 13th February, Mhairi would assist with the interviews. Siobhan added that there was funding to allow 15 hours of reception cover for August for the season.

3. Increase in Board Members and Strategy.

George's sister Marian to be contacted by Mhairi about becoming a board member. Mhairi suggested delaying discussing the strategy until Jemma was able to attend. Siobhan pointed out that the museum was due Accreditation and the strategy would be needed for then, it could be delayed for the moment but certainly no later than May.

Siobhan then left the meeting as the last item on the agenda was discussed.

4. Staff Salaries

Mhairi explained the Siobhan had asked for a small increase to her salary. Her current salary was below the bottom of the MA pay scale. Siobhan had asked for a 5% increase in her pay to take her to the bottom of the MA pay scale. George was asked if there was room in the budget for a 5% pay increase. He said there was. The board agreed to a 5% increase for Siobhan's salary.

Mhairi said she would be in touch with dates for the next meeting and would contact Marian regarding becoming a board member.

Erik mentioned his report on the outstanding work to be carried out on the museum. It was felt that as meetings were moving to once a quarter that was too long to leave this. Mhairi suggested that Erik send his report to Siobhan, Mhairi and Penny would arrange to meet up with Siobhan to view and discuss the report.

Meeting closed at 20.50pm.

