

## **Minutes of Ullapool Museum Board Meeting – held 10.30am 20<sup>th</sup> July 2023 by zoom.**

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

### **1. Board Responsibilities/meeting formats/updates**

Mhairi explained that she found it difficult to find time to do board responsibilities. Also that by having the meetings on zoom, it was hard to engage when the meeting wasn't in person. Also not having the meetings for the whole year planned as was the case at An Talla Solais. It was decided that Siobhan would investigate software for people to input the dates and times they were available and we could then diary the meetings for the rest of the year. Mhairi said that she was ok to continue to chair meetings and strategy planning.

There was also a discussion around the weekly reports from Siobhan and the workload and detail in them and repeating the same at board meetings. Feedback to Siobhan for the reports was also discussed, acknowledging receipt, read and approved.

### **2. Banking**

The issue of the banking was also raised, Mhairi and Jemma have had no response from the bank to change the signatories. Jemma to speak to Angus at the bank that afternoon and contact Siobhan. Siobhan and Alastair had a discussion around setting up a new bank account as old account had no bank card so unable to pay for things, new account set up with previous Chair and Secretary as signatories and they then left and other signatories are no longer board members.

### **3. Strategy**

Mhairi has emailed Just Enterprise regarding assistance on Strategy planning but received no reply, so will try again.

There was a conversation around asking some of the volunteers to become board members, Harbour office, Tourist Information colleagues and two teachers were also mentioned as possible board members. George suggested searching on LinkedIn. Jemma to contact the two teachers.

### **4. Buildings**

A survey has been done of the stores buildings, utilities information required for water and sewage. Siobhan to speak to Helen regarding what the buildings need to do for the museum. A meeting is to be arranged between Siobhan and Erik. Concern was raised about cracks in the render on the outside, insulation may be required. Siobhan raised a concern around finding another source of funding as we may need to scale back the work to what needs to be to meet the budget. MGS is £60K and use the National Archives funding for August's position.

### **5. Rates**

Mhairi has spoken to Liz Kraft regarding rates and will be campaigning for An Talla Solais. Mhairi has put together a document for her. Siobhan thinks that the issue is that the stores buildings have been classified as commercial rather than warehouse. Siobhan to contact the council. Siobhan to contact council initially, then Liz Kraft, then Maree Todd. There was a suggestion that the rates were paid and hopefully then refunded if not due.

**AOB**

Siobhan mentioned membership of Heritage Trust Network – inexpensive to join, and SCOTO, which is a new charity, Scottish Community Tourism network and free to join. The ARCH event in Dingwall was also mentioned, Siobhan will be attending.

Meeting closed at 11.25am