

TYNE & WEAR ARCHIVES & MUSEUMS DEVELOPMENT TRUST

AGM & Trust Meeting

Wednesday 29 November at 2.00pm

Meeting to be held at the Hatton Gallery

Company Secretary: Jackie Reynolds Tel: 0191 277 2158

AGENDA

Notice and Quorum

Apologies for Absence: Ammar Mirza, Christine Holland, Andrew Miller

Guests: Detlev Anderson, Independent Examiner, Helen Clark, Accountant

- 2.00 Acting Chair's opening remarks
Retirement of Directors (With effect from the conclusion of this meeting)
- AGM 1 Appointment of Directors (With effect from the conclusion of this meeting)
Appointment of Chair and Vice Chair (With effect from the conclusion of this meeting)
- AGM 2 Register of Interests (Report attached)

Trust Meeting (to follow AGM)

Notice and Quorum

Apologies for Absence:

Minutes of meeting held on 20 September 2017

Declaration of Interests in any matter to be discussed at the meeting.

Trustees are reminded to declare their personal interest and the nature of it (and leave where appropriate) at the point of the meeting when the item is to be discussed.

1. TWAM Enterprises Ltd Update (Oral Report)
2. Fundraising update including Reimaging Fundraising (Report Attached)
3. Governance, Risk Register and GDPR Update (Report Attached)
4. Directors report (Oral Report)
5. Request to utilise restricted funds (Report Attached)
6. Consideration of a Bequest (Report Attached)

AGM Continued

Please note that Detlev Anderson, Independent Examiner is not available before 3.30pm.

AGM 3 Annual Report and Accounts (Report Attached).

7. Any other business
8. **Dates for your diary:**
 - Dr Hari Shukla book launch, Friday 5 January 2018, 5.00 to 7.00 at Discovery Museum
 - Friends and Affiliates meeting, Wednesday 21 March 2018, 5.00 to 6.30, location TBC

For the latest news about exhibitions and events please visit www.twmuseums.org.uk

8.

Date & time of next meetings:

- Induction Session (January 2018)
- Strategy meeting, (February 2018, Venue TBC)
- Trust meeting , (April/May, Venue TBC)
- Trust meeting, (July or September, Venue TBC)
- AGM & Trust meeting, (December 2018, Venue TBC)