

TYNE & WEAR ARCHIVES & MUSEUMS DEVELOPMENT TRUST

Company no. 7334262

Registered Charity no. 1137867

Minutes of a meeting of the board of directors of the Company held at the Laing Art Gallery Wednesday 22 April 2015 at 1.30pm

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|-----------------------|-------|--|
| Present: | | |
| I Stolliday | (IS) | Chair |
| Councillor J Hamilton | (JH) | Vice Chair |
| A Miller | (AM) | |
| J Garbutt | (JG) | |
| N Braithwaite | (NB) | |
| In Attendance: | | |
| J Reynolds | (JR) | Company Secretary |
| M Williams | (MW) | Principal Officer, Development & Trading, TWAM |
| K Berry | (KB) | Fundraising Development Manager, TWAM |
| G Elliott | (GE) | Development Officer, TWAM |
| Apologies: | | |
| A Mirza | (AMM) | |
| C Holland | (CH) | |
| D Haley | (DH) | |
| I Watson | (IW) | |

Notice and Quorum

The Chair reported to the meeting that due notice of the meeting had been given to each Director and that a quorum was present. Accordingly the Chair declared the meeting duly convened and constituted.

1. Minutes of meeting held on 10 November 2014

- The minutes were accepted as an accurate record and signed by the Chair.

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

- NB declared his interest in the Hatton Gallery as a member of the Council of Newcastle University
- IS confirmed that Martin Jenkins has resigned from the board of directors.

3. Fundraising update (MW)

Hatton Gallery

- HLF second round bid submitted on 9 April, a decision expected on 22 July.
- Second round bids have a 4 in 5 chance of success.
- Newcastle University has agreed to underwrite the funding shortfall of £165k.
- Catalyst Arts match funding for private giving ends at the end of May.
- The Hatton Future campaign has achieved £111,000 in match funding to date.

Segedunum Roman Fort

- MW reported 18 bids to grant making charitable trusts, 6 successful resulting in a success rate of 33%.
- New gallery launch on Friday 29th May coinciding with British Museum's 'Roman Empire: Power & People' exhibition.
- £500,000 received from HM Treasury for excavations and consolidation of Roman Baths, Hadrian's Wall and site foundations.
- Next Trust meeting will take place at Segedunum on 2 July, including tour of the Bath House excavation site.

Shibley Art Gallery

- The DCMS/Wolfson Fund has awarded £70k for 'The Curious Case of Saltwell Park Museum' at the Shibley Art Gallery.
- TWAM has achieved eleven grants from the DCMS Wolfson Fund in successive years, worth nearly £1.5 million
- Saltwell Park Museum collections currently in storage at Sunderland Museum and Winter Gardens
- The new gallery will open in March 2016.

Light Dragoons: England's Northern Cavalry

- First round bid to HLF submitted on 4 March, a decision expected on 11 June.
- The project will redevelop the existing 'Soldiers Life' gallery at Discovery Museum with new collections.
- If successful, the delivery phase will begin in July 2016 and the new gallery will open in June 2017.
- Match funding is being raised by the Light Dragoons Heritage Committee.

The Late Shows

- Successful bid to Arts Council England led by the Development Trust, demonstrating the benefit to TWAM in applying both as a charity and public sector organisation.
- KB has secured £5k sponsorship from Port of Tyne in return for brand prominence in marketing materials and brochure.
- First time the Late Shows has received corporate sponsorship.

Public Donations

- Onsite donations to March 2015 showed an increase of 32% on 2014 and 5% on target.
- Donations per visit (DPV) has increased from £0.04 to £0.05. The target for 2015/16 is £0.10.
- Despite the significant increase the development feel that the £0.10 is achievable if everyone visitor giving is properly implemented.
- TWAM achieved a 142% increase in contributed income against MPM targets in 2014/15
- Progress in business development with recent successes including Port of Tyne, Clouston Group and Nissan.

4. Revenue and Capital Priorities (JR)

- Fundraising for 2015/16 will focus on core activities.
- Review of Connect trough Culture scheme to ascertain potential for increased engagement and support from directors.
- Capital projects in the MPM plan include Discovery Plaza and Hatton Gallery Refurbishment. Stephenson Railway Museum parking area development for lease/hire is a potential new source of income.
- Student accommodation developments surrounding Discovery Museum to be completed by September 2015 bringing a new potential local audience.

5. Request to Use Restricted funds (JR)

- Request to use restricted funds was approved.

6. Directors report (JR)

- JR read a report from Iain Watson – see attached document.

7. Ethics Policy Review

- The updated Policy was approved.

8. Governance and Financial Issues

- Bank account changes reaching final stages
- Register of Interests was updated as per Trustees comments. Confirmed as up to date.
- Quotation from the accountancy firm was approved at the same at the same cost as last year.

9. Any Other Business

- Royal Collection display at Laing Art Gallery opens on May 19th with VIP launch. IS to attend.
- Legacy donation for Archives – specific conditions being negotiated with estate
- NB noted that the recent Friends and Affiliates meeting raised the issue of closer involvement between the various groups and the Trust. Friends and Affiliates have identified support from directors as a desirable resource within TWAM.
- IS suggested particular Trustees adopting/mentoring a friends group. NB noted that we need to establish basic facilitation between friends and Trustees.
- MW agreed to circulate dates of FAF meetings.

10. Closure

There being no further business the Chair declared the meeting closed.