

MINUTES OF THE MEETING OF THE TRUST BOARD OPEN AGENDA

Whaowhia, Ground Floor, Auckland Museum
 Thursday, 25 August 2022
 11.00am – 1.30pm

Present: Richard Bedford (Chair), Rachael Tuwhangai (Deputy Chair), Melani Anae, Alastair Carruthers, Penny Hulse, John Judge, Martin Mariassouce, Ben Palmer, Paul Spoonley, and Pakilau Manase Lua (Pacific Advisory Group Chair), Dr Roger Lins (AMI President) for Agenda Item 6.2

Apologies: Karen Avery, and Precious Clark (Taumata-ā-Iwi Chair)

By Invitation: Chief Executive and Governance and Risk Manager

By Invitation for Agenda Items: Director People and Organisation, Director Enterprise and Finance, and External Relations Manager

Item No.	AGENDA ITEM
OPEN SESSION <i>The Trust Board meeting was convened by the Chair as an Open Session with material and discussion open to the public.</i>	
1	<p>OPENING - OPEN SESSION The Chair welcomed the Trust Board (Board) and Auckland Museum staff to the Open Agenda session at 11.25am.</p> <p style="margin-left: 20px;">1.1 Apologies The apologies received from Karen Avery and Precious Clark (Taumata-ā-Iwi Chair) were noted.</p> <p style="margin-left: 20px;">1.2 Conflicts of Interest There were no conflicts of interest to declare for this meeting and no new conflicts to add to the register.</p>
2.	<p>GOVERNANCE</p> <p style="margin-left: 20px;">2.1 Minutes of the Previous Open Session Meeting The minutes of the previous open session Board meeting held on Thursday 23 June 2022 were taken as read. There were no amendments to the minutes.</p> <p style="margin-left: 20px;">IT WAS RESOLVED THAT The minutes of the open session Board meeting held on Thursday 23 June 2022 be approved as a true and correct record. Carried</p> <p style="margin-left: 20px;">2.2 Matters Arising There were no matters arising from the minutes to note.</p> <p style="margin-left: 20px;">2.3 Action Item List There were no action items to discuss.</p>

2.4	<p>Quarterly Performance Report to Auckland Council The covering memo and recommendation, along with the Quarter 4 Performance Report, were taken as read.</p> <p>IT WAS RESOLVED THAT The Trust Board approve of the Quarter 4 Performance Report to Auckland Council for the period April – June 2022. Carried</p>
3.	<p>STANDING ITEMS</p> <p>3.1 Chief Executive’s Report The Chief Executive Report on strategic issues of note was taken as read.</p> <p>Visitation Update There were 101,345 visitors to the Museum in July. This is an increase on July 2021 (90,272 visits) and is the highest July visitation the Museum has experienced in the past 9 years for which data has been collected.</p> <p>Of this number, 23,618 visited <i>Ancient Greeks</i> in July, bringing total visitation for the exhibition to the end of July to 37,790. This is slightly ahead of the visitation target to date (37,705) and is 39% of the overall target for the exhibition (97,500).</p> <p>Educational Visitation Education bookings for Term 3 are booked out and bookings for Term 4 are looking positive. Educational visitation is currently running at 300-400 children each day – with online sessions continuing in the order of 25-50 each day.</p> <p>Total educational visitation for the period of April-June 2022 was:</p> <ul style="list-style-type: none"> • Onsite: 29,221 • Offsite: 1,474 • Online: 612 <p>Financial Performance Self-generated revenue and corresponding expenditure were significantly impacted by Covid-19 related lockdowns. However, some revenue was recovered in the last quarter as a result of the highly successful exhibitions <i>Peter the T. Rex</i> and <i>Ancient Greeks: Athletes, Warriors and Heroes</i>.</p> <p>High inflation, supply chain issues and reduced investment income driven by continued downturn in global investment markets also contributed to the overall deficit of \$7.2M against a budgeted deficit of \$6.9M.</p> <p>Retail and Commercial Events In July, the Museum had eight commercial events resulting in total sales of \$112k and have strong forward bookings confirmed for the next 3 months.</p> <p>Media Report An analysis of coverage published measuring volume in the last 31 days between 1 July 2022 and 31 July 2022 delivered 111 mentions.</p>



	<p>This coverage reached a cumulative potential reach of 5,009,094 and an ASR of NZD 1,285,621.</p> <p>Ngā Kākano Architectural Event The Board is invited to a panel discussion event on 22 September entitled <i>Te Ao Mārama: “The space for decolonisation to begin?”</i>, chaired by Prof Deidre Brown of Auckland University.</p> <p>Collections On 5 September, a new Ngāti Kahungunu me Ngāti Porou will join the Museum as the new Head of Documentary Heritage.</p> <p>On 8 July, a hokomaurahiri (repatriation ceremony) was held at Te Papa to mark the return of the karāpuna and taonga from multiple NZ museums to Rekohu (Chatham Islands).</p> <p>On 1 August 2022 the Hon. Jo Palmer (Minister, Parliament of Tasmania) visited the Museum to formally hand over the historic model of the Ōhaeawai Pā.</p> <p>It has been confirmed that the Museum was successful in its application for a grant from the Ministry of Culture and Heritage Innovation Fund. This funding will be deployed in the establishment of a textile and fibre research centre in Human History.</p> <p>The Board congratulated the Team on the success of both this grant application and the <i>Ancient Greeks</i> exhibition visitation.</p> <p>3.2 Health & Safety Reports The Health and Safety Reports for June 2022 and July 2022, prepared by the Director People & Organisation, were taken as read.</p> <p>The Director People & Organisation spoke to the reports as follows:</p> <ul style="list-style-type: none">• visitor slips trips and falls were consistent with the same period last year, whilst the total number of incidents for this period were down from the seven reported incidents in the same period last year.• the Museum’s two-way radio network has been upgraded with new software and hardware to facilitate two-way radio communications between the Museum and Manu Taiko.• sick leave remains elevated, largely due to COVID 19 requirements to stay away from work if unwell, showing any signs and symptoms, contracting, recovering or isolating.• there have been no significant issues with visitor behaviour in relation to the mask mandate. Visitor hosts are skilled in managing issues and masks are available for purchase as needed. Until there are changes to the Orange Traffic Light settings, the Museum will continue to encourage mask wearing. <p>The Chair thanked the Director People & Organisation for the reports.</p> <p>3.3 Sustainability Action Plan The report that outlined one year of progress (FY2021/22) towards goals set out in the three-year Sustainability Action Plan (FY2021/22- 2023/24) that was presented to the</p>
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		<p>Trust Board in December 2021 and approved at the March 2022 meeting was taken as read.</p> <p>The Board acknowledge the progress made towards achieving the Museum's sustainability goals.</p> <p>3.4 Te Papa Loan Request The request of a loan received from the Museum of New Zealand Te Papa Tongarewa (Te Papa) to borrow two taonga from Auckland Museum for display alongside the model waka hourua, Te Aurere Iti, in a refreshed <i>Voyaging</i> section of the Mana Whenua Gallery was taken as read.</p> <p>3.5 Loans Activity Summary 2021/22 The summary of annual loans activity report was taken as read.</p> <p>The Board noted the importance of making collections available for education, research and enjoyment by the public. The Museum loans programme aligns with the priorities of the Five-Year Strategic Plan, i.e. Priority 1 - Reach Out to More People and Priority 2 - Transform our Building and Collections.</p>
4.	4.1	<p>AUDIT AND RISK COMMITTEE REPORTS – FOR APPROVAL</p> <p>Financial Reports The Financial Reports as presented by Director Enterprise and Finance were taken as read.</p> <p>The Chair invited the Chair of the Audit & Risk Committee and the Director Enterprise and Finance to speak to the reports with the following key points noted:</p> <ul style="list-style-type: none">• July 2022 has seen a strong start to the FY22/23 year, with continuation of momentum from <i>Ancient Greeks: Athletes, Warriors and Heroes</i> exhibition as well as high visitation driven by school holidays programmes and <i>Peter T Rex</i>• self-generated revenue showed encouraging results with commercial revenues \$110k over budget driven by strong retail and events performance• operating grants income was higher than budgeted due to the delivery of activities that had been previously delayed in F21/22• interest and investment income for the month were also an additional contributor to the net self-generated surplus for the month of \$1.2M <p>The Board thanked the Chair of the Audit & Risk Committee and the Director Enterprise and Finance for the Financial Reports.</p> <p>IT WAS RESOLVED THAT The Board approve the Financial Performance Reports to July 2022. Carried</p>
	4.2	<p>Insurance Renewal The insurance renewal proposal that covered the following Policy types: Material Damage/Business Interruption (MDBI), Fine Arts (Collections), Combined Liability, Motor Vehicle, Corporate Travel was taken as read.</p>

	<p>The Chair noted that the renewal proposal from Marsh had been reviewed by an Audit & Risk Committee sub-group who were satisfied that the policies meet the needs of the Museum.</p> <p>IT WAS RESOLVED THAT The Trust Board approves the delegation of authority to the Chief Executive to approval of the Stage 1 renewal of the Museum’s insurance programme to the Chief Executive before, and settled on, 1 September 2022 as follows:</p> <ul style="list-style-type: none"> • the MDBI (Property) programme with the incumbent panel of insurers with the existing \$220M limit • the Fine Arts policy with the existing NZD\$100M loss limit • the Directors & Officers (D&O) Liability policy limit at the existing \$10M (plus defence costs cover of \$5m) • the Motor Vehicles policy • the Corporate Travel policy • other policy lines as per their expiring structures <p>Carried</p> <p>IT WAS RESOLVED THAT The Trust Board approves additional cover for Peter T Rex, valued USD\$45M for the duration of the exhibition. Carried</p> <p>4.3 Unaudited Annual Accounts Update FY21-22 The key estimates and judgements and the year-end unaudited annual accounts as presented by Director Enterprise and Finance were taken as read.</p> <p>The Chair invited the Chair of the Audit & Risk Committee and the Director Enterprise and Finance to speak to the reports with the following key points noted:</p> <ul style="list-style-type: none"> • EY assisted in the Holiday Pay remediation project to recalculate the liability figures on leave payments to current and past employees • provision for the fire service levy has been removed based on advice from Brookfields Lawyers and confirmation from NZ Fire Service that there would be no retrospective application of the levy <p>It was noted that the Chair of the Audit & Risk Committee met with the auditors on 15 August to provide feedback from the Committee on behalf of the Trust Board in relation to its management of potential fraud at the Museum.</p> <p>It was also noted that the audited year-end annual accounts will be available at the October Trust Board meeting.</p> <p>IT WAS RESOLVED THAT The Trust Board approval the Key Estimates and Judgements for FY 2021/22 Financials and note the year-end unaudited annual accounts. Carried</p> <p>4.4 Statements of Investment Policy and Objectives – SIPO The updated version of the Statements of Investment Policy and Objectives was tabled as read.</p>
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<p>5.</p>	<p>5.1</p>	<p>DEVELOPMENT COMMITTEE REPORT</p> <p>Verbal Update The Board invited the Chair of the Development Committee to provide a meeting update.</p> <p>The Committee received updates on the:</p> <ul style="list-style-type: none"> • end-of-year results and FY22/23 financial targets • Toitū te Taiao Project and Capital Campaign fundraising • donor re-engagement campaign, and partnerships and sponsorships • endowment funds, and trusts and grants • Museum membership <p>The Chair thanked the Chair of the Development Committee for the update.</p>
<p>6.</p>	<p>6.1</p>	<p>PARTNER REPORTS</p> <p>Taumata-ā-Iwi Report Taumata-ā-Iwi Representative on the Trust Board provided a verbal update. This included acknowledgement of:</p>



		<ul style="list-style-type: none"> • Tumuaki Māori and Pacific Development for his mahi at the Museum and his ongoing support of the Taumata-ā-lwi over a number of years • The Trust Board Chair for his Chair’s update and use of Te Reo that lifted the mana of the report • Ngāti Whātua Ōrākei kaikarakia and Museum staff who were welcomed Te Papa staff and Hokotehi Moriori Trust representatives to the Museum on 23 June for a poroporaki ceremony of koimi/Rēkohu ancestral human remains and the pou etchu/taonga Hātitimātangi • The progress on the Terms of Reference that is now in the process of tightening the definitions • support by the Taumata-ā-lwi for the Te Rā loan from the British Museum • the proposal by the Taumata-ā-lwi that the Tumuaki role be separate into two roles i.e Māori Development and Pacific Development <p>The Board thanked the Taumata-ā-lwi Representative for the verbal report.</p> <p>6.2 Auckland Museum Institute (AMI) Report The AMI President provided a verbal update with the following key points noted:</p> <ul style="list-style-type: none"> • the AMI will continue its support of post graduate programme that has attracted high quality of applications • AMI will align its membership pricing strategy with the Museum <p>The Board thanked the AMI President for the verbal report.</p> <p>6.3 Pacific Advisory Group (PAG) Report The Pacific Advisory Group Chair provided a verbal update from the last PAG meeting with key points noted as follows:</p> <ul style="list-style-type: none"> • PAG has not yet met with the Taumata-ā-lwi • discussions on the evolution of PAG within the Auckland Museum governance structure will continue • the care of tapa resources is part of an online resource toolkit is being developed <p>The Board thanked the Pacific Advisory Group Chair for his verbal report.</p>
7.	7.1	<p>GENERAL BUSINESS</p> <p>7.1 Any Other Business It was noted that the Chief Executive will be overseas attending the Global Summit of Research Museums in Munich for the next Trust Board. Director Collections & Research will attend in his stead.</p> <p>The development of a Māori and Pacific events calendar was requested by the Board.</p> <p>There were no further items of General Business.</p>



8.	8.1	MEETING CLOSE Next Meeting The next meeting of the Trust Board is scheduled for Thursday 20 October 2022. The Chair thanked attendees for the constructive discussions. The meeting was closed with a karakia at 1.50pm.
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