

## MINUTES OF THE MEETING OF THE TRUST BOARD OPEN AGENDA

Auditorium followed by Whaowhia  
Thursday, 8 December 2022

### PROGRAMME

Public Meeting – 8.30am – 9.15am - Auditorium  
Board Meeting – 10.40am – 12.30pm - Open Session

**Present:** Penny Hulse (Planning Committee Chair and Chair for the Public Meeting), Rachael Tuwhangai (Deputy Chair Trust Board and Chair for the Board Meeting). Karen Avery, Alastair Carruthers, and Ben Palmer who attended the full day. Melani Anae, John Judge (Zoom), Martin Mariassouce (Zoom), Paul Spoonley (Zoom) and Pakilau Manase Lua (PAG Chair) (Zoom) who joined the Board meeting at the commencement Agenda Item 3.

**Apologies:** Prof Richard Bedford (Trust Board Chair) and Precious Clark (Taumata-ā-Iwi Chair)

**By Invitation:** Chief Executive and the Governance & Risk Manager

**Public Meeting:** Bill Rayner, Chair Community Affairs Grey Power Auckland Region and President of Grey Power North Shore; Dr Roger Lins, President Auckland Museum Institute; Marilyn Kolhase, Inaugural Pacific Advisory Group Chair and current member of AMI Council; and Rae Neild

**By Invitation:** Executive Team - Director People & Organisation, Director, Collections and Research, Director Enterprise & Finance, and Stakeholder Relations Manager.

Item No.		AGENDA ITEM
<b>PUBLIC MEETING</b>		
<i>The Trust Board will convene under the Trust Board Chair with material and discussion open to the public</i>		
<b>1.</b>	<b>1.1</b>	<p><b>WELCOME AND KARAKIA (Auditorium)</b> Planning Committee Chair opened the Public Meeting at 8.30am and welcomed attendees. The Deputy Chair Trust Board offered a karakia.</p> <p>The Chair introduced each of the Trust Board members present to the members of the public in attendance.</p>
<b>2</b>	<b>2.1</b>	<p><b>PUBLIC MEETING FOR DRAFT ANNUAL PLAN 2023/24 (Auditorium)</b> The Public Meeting held in the Museum Auditorium was open to the public. It was an opportunity for those who made submissions relating to the Draft Annual Plan FY2023/24 could speak to their submissions.</p> <p>Submitters present were as follows:</p> <ul style="list-style-type: none"> <li>• Grey Power – represented by Bill Rayner</li> <li>• Bill Rayner – personal submission</li> <li>• AMI – represented by Dr Roger Lins</li> <li>• Marilyn Kolhase – personal submission</li> </ul>



**Grey Power Submission and Bill Rayner’s Personal Submission**

The submissions from Grey Power North Shore, and from Bill Rayner as an individual, were taken as read. The Chair invited Bill Rayner to speak to both submissions.

Mr Rayner thanked the Chair for the invitation. Further to the Grey Power submission, Mr Rayner spoke to the key issues raised, including the need:

- for satellite exhibition centres around Auckland
- for increased recognition of the Auckland Heritage displays
- to establish an Auckland Heritage Advisory Group

Mr Rayner spoke to the issue raised in his personal submission, i.e. the need to present an exhibition on early pre-Treaty history of Auckland/Tamaki Makaurau.

The Chair acknowledged the points raised in both submissions and advised Mr Rayner that the Museum’s Research Strategy contains a focus on Auckland’s heritage.

The Chair thanked Mr Rayner for the presentation and his commitment and passion for the heritage sector.

**Auckland Museum Institute Submission**

The submission from Auckland Museum Institute (AMI) was taken as read. The Chair invited Dr Roger Lins to speak to the submission on behalf of AMI.

Dr Lins thanked the Chair and acknowledged the importance of the strong working relationship AMI has with the Museum. Dr Lins advised that AMI is looking forward to this relationship continuing in the 2023-24 financial year.

Further to the AMI submission, Dr Lins spoke to the key issues raised, including:

- the compounding impact of the zero levy increase of the last three years
- AMI’s support for a 9% levy increase
- a continued focus on research, stakeholder engagement, public programmes, membership, and investment in buildings and collections

The Chair thanked Dr Lins for his commentary and acknowledged with appreciation the ongoing support for the Museum by AMI.

**Marilyn Kolhase Submission**

The submission from Marilyn Kolhase was taken as read. The Chair invited Marilyn to speak to the submission.

Marilyn Kolhase thanked the Chair. Further to the submission, Ms Kolhase spoke to the key issues raised, including:

- revival of the Pacific Collections Access Project and resources to support this
- upskilling Pacific staff through sharing knowledge with other Pacific Museum professionals
- a review of Teu le Vā
- uncoupling the Māori and Pacific Development teams



		<p>Through the Chair, Chief Executive advised that the Teu le Vā framework developed in 2013 will be reviewed in 2023 in order to drive positive change and outcomes for Pasifika. PCAP was proof of concept for community engagement and a review of Teu Le Vā will provide the structure to further develop this activity.</p> <p><b>Conclusion</b> It was noted that the representative from the Avondale High School Climate Action Group, Kaira Mitchell, was unable to attend the meeting.</p> <p>There being no further questions or comments, the Chair thanked the members of the public in attendance for their ongoing support of the Museum.</p> <p>The submissions will be reviewed by the Trust Board at its Closed Session planned for later this day.</p> <p>The Public Meeting closed at 9.15am.</p>
<b>TRUST BOARD MEETING (Whaowhia)</b>		
3.		<b>MEETING WITH AUCKLAND COUNCIL REPRESENTATIVES – CLOSED SESSION</b>
4.		<b>BOARD / CE ONLY TIME – CLOSED SESSION</b>
<b>OPEN SESSION (Whaowhia)</b> <i>The Trust Board reconvened under the Trust Board Acting Chair with material and discussion open to the public.</i>		
5.		<b>OPENING OF OPEN SESSION</b>
	5.1	<p><b>Welcome and Apologies</b></p> <p>The Acting Chair welcomed Trust Board members, Museum staff and Dr Roger Lins (President AMI) to the open session meeting at 10.50am.</p> <p>Apologies from Prof Richard Bedford (Trust Board Chair) and Precious Clark (Taumata-ā-Iwi Chair) were recorded.</p>
	5.2	<p><b>Conflicts of Interest</b></p> <p>There were no new conflicts to update to the Register and there were no conflicts to note related to the agenda of this meeting.</p>
6.		<b>GOVERNANCE</b>
	6.1	<p><b>Resolutions from Board-CE Only time</b></p> <p>There were no resolutions from the Board-CE only time to record.</p>
	6.2	<p><b>Minutes of the Previous Meeting</b></p> <p>The minutes of the open session meeting held on Thursday 20 October 2022 were approved as a true and accurate record.</p> <p><b>TBR82/22 IT WAS RESOLVED THAT</b></p> <p>The Trust Board approves the Minutes of the Open Session Meeting held on Thursday 20 October 2022 to be adopted as a true and accurate record.</p> <p><b>Carried</b></p>



	6.3	<p><b>Matters Arising</b> There were no matters arising from the minutes.</p>
7.	7.1	<p><b>STANDING ITEMS</b></p> <p><b>Chief Executive’s Report</b> The December Chief Executives Report was taken as read.</p> <p>The Chair invited the Chief Executive to speak to his report, the key points were:</p> <p><b>Visitation</b></p> <ul style="list-style-type: none"> <li>visitation to date was 307,374, 35% of the target for the year (887,000)</li> <li>total visitation for <i>Ancient Greeks</i> was 86,334 (2021 estimate was 84,527)</li> <li>visitor satisfaction is above target at 98% (rated their visit ‘excellent’ or ‘good’)</li> </ul> <p><b>Special Exhibitions</b></p> <ul style="list-style-type: none"> <li>a higher revenue than anticipated was achieved for <i>Ancient Greeks</i> at \$2,201,465 against a budget of \$1,905,498</li> </ul> <p><b>Education Visitation</b></p> <ul style="list-style-type: none"> <li>there were 73 school programmes delivered in October to over 2,000 students</li> <li>education revenue in October was \$7,653</li> </ul> <p><b>Media</b></p> <ul style="list-style-type: none"> <li>free media value earned in October was almost half a million dollars - \$457k</li> <li>there were 50 mentions across FM radio, online, TV and newspaper</li> </ul> <p><b>Financial Performance</b></p> <ul style="list-style-type: none"> <li>YTD at 31 October deficit was \$0.178m against a budgeted deficit of \$2.7m</li> <li>the variance reflects both the strong performance of self-generated revenue activities as well as the timing impacts of delayed capital projects</li> <li>there has been strong demand for event hire with YTD October revenues of \$746K against the budgeted revenue of \$335K</li> <li>Māori Cultural performances sold 2,417 tickets in October, broken down as Aucklanders 52%; internationals 31% and Tourism B2B 17%</li> <li>stronger commercial and investment performances contributed to the performance of self-generated revenue activities</li> </ul> <p><b>Investment Performance</b> The Museum’s investment portfolio delivered a 2.0% average return.</p> <p><b>7.2 Health and Safety Reports</b> The October and November Health &amp; Safety Reports were taken as read.</p> <p>There were no major issues to report. It was agreed to:</p> <ul style="list-style-type: none"> <li>add where an incident occurs to the report commentary</li> <li>provide benchmarked data of EAP services (if available)</li> </ul>



	<p><b>8.4</b></p>	<p>The Chair thanked the Director Enterprise and Finance for the project update.</p> <p><b>Cyber Security Update</b></p> <p>The Q1 2022 Cyber Security report and dashboard were taken as read.</p> <p>The Board noted the following key points:</p> <ul style="list-style-type: none"> <li>• there are no significant cybersecurity incidents to report</li> <li>• precautions were taken with respect to the Ukrainian exhibition to reduce the relative risk profile while the exhibition was on</li> <li>• a review of the Museum’s cyber risk register and associated roadmap was carried out with partner DEFEND</li> <li>• roadmap priorities include enhanced network security, further improvements in staff awareness, and policy and procedure frameworks</li> </ul>
<p><b>9.</b></p>	<p><b>9.1</b></p>	<p><b>DEVELOPMENT COMMITTEE REPORT</b></p> <p><b>Chair’s Report</b></p> <p>A verbal update from the Development Committee Chair noted the following key points:</p> <ul style="list-style-type: none"> <li>• Lyndy Sainsbury has resigned from the Committee, although she is happy to assist if needed.</li> <li>• Carolyn Werner, US donor and sponsor of the Sheldon Werner Summer Scholarship, visited Auckland on 8 November.</li> <li>• The Planned Giving Executive is retiring. This role is to be rescoped to include major donor management, increasing the fte from .5 to 1. It is anticipated that the role will pay for itself after a bedding in time of around 24 months.</li> <li>• The first Donor eDM Newsletter was emailed on 3 November to 1067 donors that had a 56% open rate with 8.7% of donors opening the ‘Donate’ button.</li> <li>• Auto renewal of membership commenced in November. The Museum and AMI membership fee increase, and introduction of a concession and three-year membership, will come into effect on 1 July 2023.</li> <li>• A summer student has joined the Development team and is undertaking a research project into corporate partnerships in the GLAM sector to help identify opportunities for alignment with Auckland Museum.</li> <li>• Hamish Armstrong Public Education Manager of EQC visited the Museum on 3 November to view the new Education e-van and Volcano wrap and see first-hand the Volcano Education Programme in action.</li> <li>• Designs are underway for the second Education van to be wrapped for the school Watercare Mokonui - Dinosaur and Fossil Programme.</li> <li>• Spark has approached the Museum to display their Spark 5G Street Museum outside the Museum for potentially a two-month period over December and January.</li> <li>• A list of potential corporate partners and sponsors was reviewed and discussed.</li> <li>• Trusts &amp; Grants income projections currently sit at \$3,991,325, leaving a gap to secure by 30 June of \$33,785.</li> <li>• The primary focus for the Team in November/December has been the preparation of the proposal to Foundation North for Impact funding for Toitū te Taiao for \$2 million. This application is due 16 December and outcome will be in March 2023.</li> </ul>



	<b>9.2</b>	<p>The Board acknowledged the mahi of the Development Team.</p> <p>The Board thanked the Chair of the Development Committee for the update.</p> <p><b>Governance Policies</b></p> <p>The draft 2022 Fundraising Policy was taken as read.</p> <p>The policy was reviewed by the Development Committee to incorporate feedback from the last Trust Board meeting. The Committee agreed that the following wording be added to Fundraising Criteria:</p> <p>“The Museum does not generally apply for, or accept, funds from gaming trusts whose venues for gambling are located in disadvantaged communities.”</p> <p>The 2022 Fundraising Policy was recommended by the Committee for approval by the Trust Board.</p> <p><b>TBR 85/22 IT WAS RESOLVED THAT</b> the Trust Board accepts the recommendation by the Development Committee and approves the Fundraising Policy 2022. <b>Carried</b></p>
<b>10.</b>	<b>10.1</b>          <b>10.2</b>	<p><b>PARTNER REPORTS</b></p> <p><b>Taumata-ā-Iwi Report</b></p> <p>The Taumata-ā-Iwi representative on the Trust Board provided a verbal update that the draft Taumata-ā-Iwi Terms of Reference had been circulated but that it will likely have further amendments before it could be formally presented to the Board.</p> <p>A specialist recruiter has been contracted to seek candidates for the Tumuaki role with recruitment expected to commence in early New Year.</p> <p>The wānanga with Taumata ā Iwi and the Toitū te Taiao Project team held on 28 September 2022 confirmed the project is to be Mātauranga Māori led. Kōrero at the Taumata ā Iwi hui on 23 November raised the question of whether the project would benefit from an advisory group that would be a remunerated committee of the Trust Board.</p> <p>The Chair thanked the Taumata-ā-Iwi representative for the update.</p> <p><b>Auckland Museum Institute (AMI) Report</b></p> <p>Dr Roger Lins provided a verbal update on activity carried out by AMI, noting the following key points:</p> <ul style="list-style-type: none"><li>• the AMI AGM took place in November, members approved the increase in membership pricing to align with Museum membership pricing</li><li>• the DAP FY2023-24 submission from AMI had been emailed to the Museum</li><li>• projections for event revenue appear to be conservative in the DAP</li><li>• a separate table in the financials to better clarify project funding and project expenditure was recommended for the DAP</li></ul>

	<p><b>10.3</b></p>	<p>The Chair thanked Dr Lins for his verbal update and commentary regarding the DAP.</p> <p><b>Pacific Advisory Group (PAG) Report</b></p> <p>The Chair of the Pacific Advisory Group provided a verbal update on the last PAG meeting, noting the following key points:</p> <ul style="list-style-type: none"> <li>• Māori and Pacific leadership roles have been uncoupled into separate dedicated roles</li> <li>• a new senior Pacific leadership position titled Pule Le Vā has been offered to the current Teu le Vā Manager</li> <li>• the Pule Le Vā reports to the Chief Executive as part of the Office of the CE and will be the voice of Pacific communities</li> <li>• the role will provide direct advice to the Chief Executive and Executive Team and will play a key part in shaping the Museum’s strategic direction</li> <li>• a full-time position of Teu Le Vā Co-Ordinator, reporting to the Pule Le Vā, has been established and will be recruited to in 2023</li> <li>• a review of Teu Le Vā will be carried out to create a blueprint for further developing a Pacific dimension and how the Museum engages with Pacific communities</li> <li>• the next Ngā Kākano will be an online talanoa with curators, to be facilitated by Board member Melani Anae</li> <li>• Pacific Language Week will be a mix of online and onsite events</li> <li>• a taonga repatriation collaboration for kōiwi being transferred in the first instance to Otago Museum before repatriation to Tonga was held on 10 August</li> <li>• the Museum is supporting the curators of the new museum being built in Tonga</li> <li>• New Zealand border opening will likely see more Pacific visitors to the Museum</li> <li>• the Community Hub is hosting an exhibition on the Solomon Islands with the opening planned for Sunday 4 December at 10am</li> </ul> <p>The DAP submission from Marilyn Kolhase on behalf of Pacific communities was noted.</p> <p>The Chair thanked the Chair of the Pacific Advisory Group for the PAG update.</p>
<p><b>11.</b></p>	<p><b>11.1</b></p>	<p><b>GENERAL BUSINESS</b></p> <p><b>Any Other Business</b></p> <p>The Board asked if there was an update on improved pedestrian access to the Museum from Parnell train station. The Chief Executive advised that Auckland Council had allocated funds for this work and that it had commenced.</p> <p>There were no other items of General Business.</p>
<p><b>12.</b></p>	<p><b>12.1</b></p>	<p><b>MEETING CLOSE</b></p> <p>There being no further business to conduct in open session, the meeting was closed at 12.15pm.</p> <p>The next open session Board meeting is planned for Thursday 23 March 2022.</p>