



TĀMAKI PAENGA HIRA
AUCKLAND WAR MEMORIAL MUSEUM

MINUTES OF THE MEETING OF THE TRUST BOARD, OPEN AGENDA

held at Level 2, Apārangi Office (Mercury Building) and Museum Building
33 Broadway Avenue, Newmarket
Hui Tanguru – Rāpare, 27 Pēpuere 2020
(Thursday, 27 February 2020)
04:30-05:00pm

Present: O Atimalala (Chair), K Avery, Dr S Sandley, J Brosnahan, Prof. R Bedford, J Judge, R Carlyon, M Binns and B Palmer

Apologies: S Kailahi, P Clark and M Mariassouce

In attendance: Chief Executive, Governance and Compliance Manager, Chair Auckland Museum Institute and Chair Pacific Advisory Group

Item No.		MINUTES
1.		<p>WELCOME</p> <p>The Chair welcomed J McIntyre and P M Lua to the Trust Board open agenda meeting and opened the meeting at 4:32pm.</p> <p>Apologies were received from P Clark, S Kailahi (being represented by P M Lua) and M Mariassouce.</p>
2.	2.1	<p>STANDING ITEMS</p> <p>Minutes of the Previous Meeting</p> <p>The Trust Board received the Minutes of the previous Open Agenda Meeting held on 12 December 2019. No comments or questions.</p> <p>Minutes were accepted as a true and accurate record of the Open Agenda meeting on 12 December 2019.</p> <p>K Avery / S Sandley, carried unanimously</p>
3.	3.1	<p>GOVERNANCE</p> <p>3.1 Register of Interest</p> <p>The Chair requested that members provide updates to the list of register to the Governance and Compliance Manager.</p>
	3.2	<p>3.2 Board Appointments</p> <p>The Chair confirmed that B Palmer had been appointed by the Auckland Museum Institute as a full member of the Trust Board. The appointment was for the term ending</p>



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		<p>30 September 2020.</p> <p>The Chair also confirmed the following election of officers as a result of the loss of Board member Tarun Kanji: Trust Board Deputy Chair – J Judge Audit and Risk Committee Chair – M Binns, Deputy Chair – B Palmer Investment Committee Chair – R Carlyon</p>
4.	MATTERS FOR DISCUSSION	
	4.1 Taumata-ā-Iwi Report	<p>Apologies had been given by M Mariassouce so there was no update from Taumata-ā-Iwi.</p>
	4.2 Auckland Museum Institute (AMI) Report	<p>J McIntyre presented the AMI Report to the Trust Board. He first acknowledged the passing of AMI-appointed Trust Board member T Kanji. He then welcomed B Palmer as new member and congratulated the new Deputy Chair of the Trust Board.</p> <p>AMI passed its thanks to the Museum and the Trust Board for the Museum Medals Evening that had been a great success. Over 100 AMI members attended the evening and it was noted that members always enjoy this event and acknowledgement of the winners for their achievements. In the AMI report, it was reported that development of the membership programme was still at play. It was also reported that cessation of the Auckland Museum Foundation was still being completed.</p> <p>The Chair asked if there was any further update on the situation with cessation of the Auckland Museum Foundation. The Chief Executive noted that technical and legal issues were still being finalised.</p> <p>No further questions or comments. AMI Report was taken as read.</p>
	4.3 Pacific Advisory Group (PAG) Report	<p>The Chair welcomed P M Lua who was standing-in for PAG Chair S Kailahi and who would be assuming the PAG Chair role in June 2020. P M Lua thanked the Trust Board and introduced himself. He noted the importance of Auckland as the largest Polynesian city in the world and the pressing issues of climate change that could threaten the safety of taonga in the Pacific islands. As a result, Auckland Museum was an important safe place for the care of Pasifika taonga.</p>
5.	ITEMS TO NOTE	
	5.1 Finance and Visitation Reports	<p>The Trust Board considered the Finance and Visitation Reports provided by the Museum. Members discussed why Cultural Performance figures were down. The Chief Executive noted that this was related to the overall lower visitation numbers.</p>



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	5.2	<p>B Palmer requested clarification of the line item entitled 'Capital Project Scoping' on p. 26 of the Finance report. The Chief Executive took an action to clarify directly.</p> <p>Health and Safety Reports The Trust Board considered the Health and Safety Reports provided by the Museum.</p> <p>It was requested that the Museum look into the possibility of circulating interim Health and Safety Reports between Trust Board meetings. It was suggested that these reports could be sent to Trust Board members on a bimonthly basis, with a brief cover paper to highlight any significant issues.</p> <p>New Action The Trust Board requests the Museum look into the possibility of circulating Health and Safety reports on a bimonthly basis, including out of session, with a brief cover note to any highlight significant issues.</p> <p>AMI representative J McIntyre asked if the Museum was preparing for the impacts of the Coronavirus outbreak. The Chair reported that the Museum was making a number of preparations, including emergency response preparation and crisis training. Museum staff are engaged with Auckland Council officials on possible responses and monitoring Ministry of Health guidance daily. The Museum Executive Team was undertaking risk analysis across all departments and preparing a business continuity plan, taking into account the possible effects of the epidemic. The Chair explained that Museum was expecting the crisis to escalate, was prepared and would respond accordingly to current information as events unfold.</p> <p>The PAG Chair representative noted how important it was for New Zealand to protect the rest of the Pacific from Coronavirus given Auckland's position as the doorway to most Pacific island countries.</p>
6.		<p>ANY OTHER BUSINESS No other business was raised</p>
7.		<p>OPEN AGENDA MEETING CLOSE The Chair thanked all members and the Museum staff for the energy and mahi. Open agenda was closed at 4:50pm.</p>