

MINUTES
(Open Section)

OTAGO MUSEUM TRUST BOARD MEETING

1pm, Thursday, 12 December 2024

Graham Crombie Board Room, Otago Museum

PRESENT:

David Hutchinson, Gaynor Finch, Brigid Casey, Nancy Longnecker, Rachel Wesley, Jeff Wilson, Christine Garey

IN ATTENDANCE:

Ian Griffin (Director)

Jane Gregory (Secretary to the Board)

Jamie Adamson (Deloitte)

Paige McPherson (Finance Manager)

Gerard O'Regan (Pouhere Kaupapa Māori)

1. APOLOGIES

Apologies had been received from Lisa Matisoo-Smith, Cherry Lucas, David Benson-Pope

It was moved that *the apologies are accepted.*

Moved from the Chair:
CARRIED

Daivd Hutchinson

2. INTEREST REGISTER

The interest register was noted.

3. REPORT FOR INFORMATION – TRUST BOARD MEMBERSHIP

The Trust Board Membership report was noted.

4. MINUTES OF LAST MEETING (open section)

There were no changes to the minutes of the open section of the last meeting held on 31st October 2024.

It was moved that: *the minutes of the meeting held on 31st October 2024 are accepted as a true and accurate record of that meeting.*

Moved by:

Brigid Casey

Seconded by:

Nancy Longnecker

CARRIED

5. ACTION REGISTER

There were no actions from the last meeting.



6. HEALTH AND SAFETY REPORT

The health and safety charts were noted.

Two staff attended a workshop on Psychosocial Wellbeing run by Umbrella Wellbeing and organised by the New Zealand Institute of Safety Management. Psychosocial Hazards is an area of interest for Worksafe and is defined as considering the potential for harm to workers' mental wellbeing caused by job design, relationships, and the working environment. The Museum is in the process of identifying potential psychosocial hazards.

7. DIRECTOR'S REPORT

The Director highlighted key points from his written report and responded to questions from the Board:

- **Asbestos removal:** contractors will be working through January to remove asbestos from the roof space of the Hocken building. The source of the asbestos is spare roof tiles that were left in the roof space when the roof was retiled in the 1960s.
- **Spade-toothed beaked whale dissection:** last week, in partnership with manawhenua and the Department of Conservation, Museum staff member Kane Fleury (curator natural science) organised a dissection of the spade-toothed beaked whale which had been discovered on a beach near Taieri Mouth in July this year. Due to the rarity of finding a whole specimen of this type in good condition, the dissection had garnered international scientific and media interest. Several overseas scientists took part in the dissection. During the process, measurements and samples were taken, and the entire whale carcass will be flensed (a four-year process).

Action: Kane Fleury to be invited to the next Board meeting to present on the dissection.

- **Seismic work:** following an application to the Dunedin Heritage Fund the Museum has been awarded \$51,000 towards seismic work.

Response to questions:

Tourism growth – premium tours: the Museum has been testing the waters with a high-end tour for cruise ship passengers, trialled in October. The response was good. High-end tours do have potential to be worthwhile, however the logistics of operating such tours restricts their commercial viability: the Museum spaces will allow a maximum group size of 10 people, and, due to the expectation that tours are led by experts, we can't run too many otherwise it takes expert staff away from their core work. The Museum will consider offering another premium tour next year.

Otaru sister-city delegation dinner in the Beautiful Science Gallery 4th November: thanks were noted to Museum staff for displaying (at short notice) for the dinner, kimono's from the collection which had been given to the people of Otago by Otaru. This was greatly appreciated by attendees. An issue with the sound system was noted and that an upgrade to the AV systems will be included in upcoming capital investment budgets.

The Director's report was noted.

8. KAUPAPA MĀORI AND TAKATA MOANA

In order to increase capacity in te reo Māori, a series of voluntary te reo classes were held for staff through October and November. A staff survey will be conducted to find out what staff would like as a next step.

The Outreach team have recently returned from delivering science engagement in the Cook Islands.

9. TREASURER'S REPORT

The financial reports covering the four-month period to 31 October 2024 were noted and would be discussed in closed session.

10. REPORT FROM THE FRIENDS ASSOCIATION OF THE OTAGO MUSEUM

Brigid Casey reported for the Friends:

- The Friends gave support to the Museum's Papua New Guinea event.
- The end of year event for the Friends members included entry to the RELICS exhibition. This was well supported by members who also brought their children and grandchildren. This attracted a different demographic to a Friends event and the feedback was good.
- Due to a change in the Charities Services Act, the Friends will be reviewing their constitution in the new year.

The Friends' report was noted.

11. OTHER BUSINESS

The proposed meeting dates for 2025 were noted.

12. MATTERS IN COMMITTEE

Resolution to exclude the public:

That the public be excluded from the following parts of this meeting. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 (1) for the passing of this resolution
MINUTES OF THE LAST OTAGO MUSEUM TRUST BOARD MEETING AND ACTION REGISTER (CLOSED)	To enable, without prejudice or disadvantage, commercial activities; That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies	7 (2) (h), 48 (1) (d)
HEALTH & SAFETY REPORT	To protect the privacy of natural persons; That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies	7 (2) (a), 48(1) (d)

DAH

DIRECTORS REPORT	To protect the privacy of natural persons; To enable, without prejudice or disadvantage, commercial activities	7 (2) (a), 7 (2) (h)
KAUPAPA MĀORI	To protect the privacy of natural persons.	7 (2) (a)
FINANCE & GOVERNANCE	To enable, without prejudice or disadvantage, commercial activities; That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies	7 (2) (h), 48 (1) (d)
OTHER BUSINESS	To protect the privacy of natural persons, including that of deceased natural persons. That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies	7(2) (a), 48 (1) (d)

Moved by: David Hutchinson
Seconded by: Gaynor Finch
CARRIED

Moved into closed session: 1.30 pm

Meeting Closed: 3.02 pm

Next meeting: 1pm, Thursday 27th February 2025

Signed by:



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David Hutchinson
Trust Board Chair

Date: 27/02/2025