

MINUTES
(Open Section)

OTAGO MUSEUM TRUST BOARD MEETING

1pm, Thursday, 27 February 2025

Graham Crombie Board Room, Otago Museum

PRESENT:

David Hutchinson, Gaynor Finch, Brigid Casey, Nancy Longnecker, Lisa Matisoo-Smith, Christine Garey, Cherry Lucas, Jeff Wilson

IN ATTENDANCE:

Deloitte:

Jamie Adamson

From Tūhura Otago Museum:

Ian Griffin (Director)
Jane Gregory (Secretary to the Board)
Dr Georgia Ciaran (Head of Philanthropy and Development)
Ben Hardie – Management accountant

1. APOLOGIES

Apologies had been received from Rachel Wesley and David Benson-Pope, and from Christine Garey for lateness (entered the meeting at 1.12pm).

It was moved that *the apologies are accepted.*

Moved from the Chair: David Hutchinson
CARRIED

2. PRESENTATION BY CURATOR NATURAL SCIENCE, KANE FLEURY: SPADE-TOOTHED WHALE DISSECTION

Kane Fleury described the process and experience of the whale dissection. The project was a collaboration between the Museum, iwi, University and international scientists, led by Kane. This whale species was a rare find and the research will generate many research papers as a result.

Thanks were noted to Kane for his work on this significant project.

3. INTEREST REGISTER

The interest register was noted.

4. REPORT FOR INFORMATION – TRUST BOARD MEMBERSHIP

The Trust Board Membership Report was noted.



5. MINUTES OF LAST MEETING (open section)

There were no changes to the minutes of the open section of the last meeting held on 12 December 2024.

It was moved that: *the minutes of the meeting held on 12 December 2024 are accepted as a true and accurate record of that meeting.*

Moved by: Gaynor Finch

Seconded by: Brigid Casey

CARRIED

6. ACTION REGISTER

There were no actions from the last meeting.

7. HEALTH AND SAFETY REPORT

The health and safety charts were noted.

8. DIRECTOR'S REPORT

a) Management report

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

- Two new staff members were introduced to the Board: Dr Georgia Ciaran (Head of Philanthropy and Development) and Ben Hardie (Management Accountant).
Philanthropy and development is a new position to reflect the Museum's focus on finding new income streams. As a first step Georgia has implemented a new email signature which emphasises the Museum's charity status and invites donations to the Museum. A fundraising plan will be brought to the Board in due course.
- The Pacific Cultures gallery is being redeveloped. This started earlier this year with a community consultation day. From this it became clear that a simple refresh to correct information would not be sufficient as there was much in the gallery that angered the Pasifika communities. Therefore it was decided to redevelop the front section, the Hall of Polynesia. This part of the gallery will be gutted and over the next few months the communities will each come in to help select items that they want to see on display. We have promised to change the gallery on a regular basis.
The redevelopment is being funded by savings from last year's restructure, and by staff carrying out the work.
This is an important project to start building a better relationship with the Pasifika community. The gallery is due to reopen mid-year.
In response to a question from the Board, the Director will check whether the Solomon Islands and Papua New Guinea communities were included in the engagement about the gallery.
Next on the gallery redevelopment schedule will be the Tangata Whenua gallery followed by the Melanesia and Micronesia gallery.
It was acknowledged that every gallery needs to be updated, but limited funds to do so creates a challenge.
- Visitor numbers are down about 3% on last year's 10-year high, but numbers are still looking good. Precinct are also reporting good business.
- Outreach continues and the number of students coming in for sleepovers are at record levels.

- A couple of legacy projects from grants received last year will see a Museum team going to the Islands for outreach in April and June.

Unless new funding for offshore engagement becomes available the Museum is likely to focus on local engagement in future. However, the Museum has built good relationships with the Islands (Samoa, Niue and Cook Islands) and this is important for strengthening our relationships with local Pasifika communities. It would therefore be a shame to let our outreach to the Islands lapse.

The challenge is in finding the resource to work both locally and internationally. This will be a topic for discussion at the Board's strategic planning day in May.

- The whale dissection attracted a lot of media attention, both nationally and internationally.

The Director's report noted.

b) Proposal to use Charity name and number on communications

The Museum's Head of Philanthropy and Development had provided a paper to support the use of the new email signature as described in the Director's report. Many people assume that the Museum is fully funded by the DCC and are unaware that the Museum is a registered charity. Adding the Museum's charity number into correspondence and marketing will raise awareness and give confidence that donations will be going to a charitable cause.

The Board were happy for the charity number to be used and agreed that this was an operational matter that did not require a Board resolution.

9. KAUPAPA MĀORI AND TAKATA MOANA

It has been confirmed that the City's Matariki Ahuka Nui event will go ahead this year at the Museum, supported by the family of Paulette Tamati-Elliffe. The projections will be dealt with differently this time, with the main projections being of Atua. There will be a new process for the images of loved ones lost which will be communicated to the public in the lead-up to the event.

10. DRAFT ANNUAL PLAN 2025-2026 FOR CONSULTATION

The Museum has a statutory obligation under the Otago Museum Trust Board Act to circulate its draft annual plan for consultation to its contributing local authorities (CLAs) by the last day of February. Local authorities have three months in which to give feedback before the Plan is adopted by the Board at their June meeting.

Consequently, the draft Annual Plan 2025-2026 has been circulated to the Board with a recommendation to approve that this is circulated to CLAs this week.

The Director has already met with the chief executive of the DCC, Sandy Graham, the Mayor and senior leadership of Waitaki council (who were supportive), and has had a conversation with Central Otago council leadership.

The Plan's budget is based on a CPI increase in the Levy. The DCC have included a 2.1% increase in their draft budgets which will go out for public consultation soon. Sandy Graham has recommended that requests for capital projects are put to the DCC in the next cycle in 2-3 years' time. Upcoming projects that the Museum will need council funding help with are the Tangata Whenua Gallery redevelopment and building an offsite store.

It was noted that the Museum is working on a new strategic plan which will apply to the period 2026-2031. Therefore draft Annual Plan 2025-2026 has been based on the current strategic plan.

It was moved that: the Board approve the draft Annual Plan 2025-2026 being circulated to contributing local authorities for feedback.

Moved by: Nancy Longnecker

Seconded by: Brigid Casey

CARRIED

11. TREASURER'S REPORT

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

12. REPORT FROM THE FRIENDS ASSOCIATION OF THE OTAGO MUSEUM

Brigid Casey reported for the Friends:

- This year's monthly Friends in Focus talks commenced with Leota Meredith (Pasifika Engagement Coordinator) and Anne Harlow (Collection Manager, Humanities) speaking about the Pacific Cultures Gallery redevelopment. A reminder to all that talks are on the first Tuesday of the month and are open to everyone. Next month Gareth West (archivist) will be speaking about the Archives project.
- The Friends council have been working with Dr Georgia Ciaran on how the Friends can help to support the Museum with philanthropy and fundraising.
- A membership survey is planned.
- The Friends received a generous donation of \$1000 from the estate of Florence Stone.

The Friends' report was noted.

13. OTHER BUSINESS

There was no other business

14. 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)
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

CARRIED

Moved into closed session: 2.01 pm

Meeting closed: 3.36 pm

Next meeting 29 April 2025

Signed by:



David Hutchinson
Trust Board Chair

Date: 29th April 2025