

Ffederasiwn Amgueddfeydd ac Oriolau Celf Cymru
The Federation of Museums and Art Galleries of Wales
Charity Registration No. 1102270

Committee Meeting 22nd June 2005
Cynon Valley Museum, Rhondda Cynon Taff

1. Apologies

Andrew Deathe, Emma Chaplin, Chris Morgan, Scott Reid, Dafydd Roberts, Kevin Mason

2. Minutes of the last meeting

One correction - What's in Store? should read LISC Legacy Report

3. Matters arising

- Brendon Doyle Associates are still finalising details of CMW assets.
- NVQ's in Wales are still being discussed. A meeting was held with the external verifier and the work is currently still with the University of Glamorgan. Take up is still low. Jane suggested having a debate on the relevance of qualifications. **Rachael A** to ask Denise Lavis for an article.
- Membership of Federation – Chris W reported that there is a lack of larger institutions and those from the North joining. **Frank** to target smaller museums. **Chris D** to speak to authorities that haven't joined. **All committee members** to join as individuals. **Ann Lloyd Williams** to send a list of museums to Chris Wilson who were members when she was treasurer.

4. President's Report

- Susan Dalloe will speak on behalf of the Federation at the Cultural Conference in Cardiff.
- Only one more meeting of the Court of Governors of NMGW is likely to take place. The Court will be wound up and its role will be replaced by a consultative process.
- 'What's in Store' - Chris D and Hilary Malaws from the Royal Commission are working on a grant application to CyMAL for a feasibility study for a database of Welsh Archaeological Archives on behalf of the Federation and RCHM. The Federation does not have the finance to employ a consultant at the moment, so RCHM will probably have to be the lead body. A meeting will take place in the next few weeks. This is an opportunity to talk to RCHM about how museums carry out documentation so we can work towards a co-ordinated approach.

- The Archaeology Day flagged up the need to look at a single standard for Wales regarding deposition of Archaeological Archives. The Federation agreed to support this.
- Regarding funding for the Federation, it may be necessary to go to larger museums for extra project based funding to support some projects.

Meeting with the MDA

MDA representatives – Nick Poole, Director and Alex Dawson, Assistant Director.

MDA would like to improve documentation support in Wales. However CyMAL are unable to provide year on year funding as CMW did. It was been suggested that the Federation could support the MDA and there was extensive discussion regarding partnership projects.

Suggested partnership projects

- To update the Procedural Manual Template, a project originally funded by CMW and based on SPECTRUM. The revision of SPECTRUM means this is now out of date. The copyright agreement also needs to be finalised.
- To provide documentation training days, specifically relating to Accreditation. These will be delivered by an approved MDA trainer. The Federation will be consulted on where these should be held in order to reach the maximum amount of people.
- MDA membership will be provided to all museums in Wales. This will provide them with access to MDA advice point which covers documentation, freedom of information, copyright, licensing and data protection issues. Members can also obtain cheaper manual documentation systems.

It was agreed that the Federation would develop these ideas and the possibility of grant aid from CyMAL will need investigation. MDA can provide support, including marketing.

5. Editors Report

The next YMAG will be published in October. Annette and Gail from Newport Museum to be co-opted onto the committee to assist Rachael A.

6. Correspondence

None

7. PI's

A meeting will take place between Chris D, Chris W, Jean Everitt and Lesley-Ann Kerr following the meeting. It was agreed by the committee that visitor figures are not indicative of how good a service is, whereas Accreditation is

and that number of schools visiting is more useful if it is looked at against the number of the local population. A further meeting is to take place in July.

8. National Museums Vision for the Future and the Sharing the Treasures Project.

Chris D and Lesley Ann Kerr will do a further mailing out re this event. Mike Houlihan will speak in the morning about the proposed movement of the collections and the afternoon will be look at the 'Sharing the Treasures' scheme. **Frank** to send Chris D. questions regarding his concerns, as he will not be at the event.

9. MA conference paper and grant bid

Our proposal for a paper has been successful. It will take place on Wednesday 26th October. **Rachael R** to make an application to CyMAL to cover fees and expenses of the speakers. We have the opportunity to put together some information about the Federation for delegate packs. **Chris M** to put together some publicity.

10. DigiHub Applications

We have received two applications, one from a consortium of museums led by Denbighshire and one from Newport Museum Service. The Denbighshire consortium will be offered two kits to reflect the number of services they are reaching. A second round will be opened - deadline 26th August 2005. Training is available for using the equipment. **Chris W** will send call for applications with a membership mail out. **Chris D** will talk to the museums in West Wales as nothing has been recieved from that area. **Andrew** to put something on Yahoo group and Website.

11. Reports from Sub Groups

Smaller Museums/Museum Diversity Group

Full minutes on website

- Carol Whittaker suggested CyMAL provide 25 museums with fax machines. Proposal to discuss this at next committee meeting. **Frank** to find out if this is the way museums would like to improve communications.
- Membership needs to be targeted at small museums.
- An Accreditation event is being held in the North. **Frank** to liaise with CyMAL regarding appropriate training for smaller museums.
- Frank to talk to Ann Lloyd Williams about working with Carol Whittaker to develop a North Wales Museums Group which can then develop on its own.
- **Denise Lavis** to organise training suitable for smaller museums.

Access and Education sub-group meeting

Full minutes on website.

- The committee approved the proposal to plan an ILFA review and seminar. (**Action: Andrew, Scott and Helen Lyall Williams**)
- The committee approved the plan to organise a seminar on working with actors, re-enactors and storytellers (**Action: Andrew and Scott**)
- Consideration to be given by committee at a later date on proposal for a survey of Welsh Digitisation Projects.
- The committee approved proposal to liaise with NMGW and CyMAL re skills exchange. However it needs to be emphasised that it is not just NMGW that can offer skills, there are other museums which are doing good work that could be involved as mentors.

Stewardship Group – no meeting.

12. Events + Training

- Chris D is organising the event at the National Museum on 12th July.
- Chris W is liaising with the MA about a proposed event for them to hold in Wales. In addition to groups he has already contacted **Chris W** to contact HLF and AIM. Proposed date for event – October 2005.

13. AOB

- There are problems with the YAHOO email group. CyMAL are using a JISC group which may be an alternative. **Andrew** to investigate.
- There is a vacancy for MA Rep for Wales. Rachael R is interested in applying for the post.
- Chris D and Rachael R will meet with Michael Freeman to discuss the proposed 'Database of Welsh Collections'.
- AGM – week commencing 17th October. Exact date to be confirmed. Venue likely to be a North Wales venue.

14. Date and venue of next meeting

Tuesday 13th September – Cynon Valley Museum

Meeting with CyMAL

- Chris D informed CyMAL of the MDA discussions. There is the possibility of funding from CyMAL. A funding call will occur in the Autumn. **Carol Whittaker** will look at the possibility of funding the MDA project over 3 yrs. 75% is the maximum grant that could be given. The training could be organised by the Federation with the MDA or via Denise Lavis.
- Regarding publicity for the MA conference can we put 'Sponsored by CyMAL' on any written information we provide?
- **Frank** to provide Cymal with information fliers for small museums which CyMAL will send out.

- To receive information from CyMAL we need to register as per email from CyMAL.
- CyMAL have concerns regarding details and information supplied with grant applications. They propose holding a meeting regarding grants, which will take place shortly. A copy of proposals will be sent to the Federation.
- CyMAL have produced a 'Your Library' CD and would like to do a 'Your Museum' equivalent. Carol Whittaker is working on a strategy for museums in Wales and will consult the Federation.
- CyMAL would like suggestions for additional grant advisors.