

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

Committee Meeting 20th December 2006
Powysland Museum, Welshpool

11.00 – 3.30

1. Apologies

Martin, Chris M, Chris W, Annette

2. Minutes of the last meeting

Agreed as a true record

3. Matters arising

- Quantifying Diversity meeting held last week. There were fewer responses than had been hoped for. However, museum response was relatively good. There is concern about the lack of interest expressed in training provision. The full report will be available in February.
- **Andrew** spoke to Gemma Macavoy at Amgueddfa Cymru about working with them to deliver training, possibly through a mentor scheme. This will be discussed further.
- **Susan** is speaking to Mari Roberts at Amgueddfa Cymru about raising the profile of Wales on the 24hr Museum website in conjunction with the Cultural Tourism forum.
- **Susan** will find out about the disaster kits provided by National Trust.

4. President's Report

- The AGM was held at the National Waterfront Museum and was well attended.
- The President spoke to the Scottish Fed at their AGM in Glasgow. They have a high proportion of student members.
- Chris is speaking to Steve Kingston at CyMAL about the Federation getting involved with the MICHAEL project. A grant of £5K is available to carry out a research project – to find out what digital information already exists and to put more Welsh content on the site. The suggestion is that we buy more Development Officer time. It was suggested that we work with RCHME on this as they are already working on digitizing archaeology. We need to know what the timescale is and to put together a written brief to see if it is feasible.
Chris D, John and Jane to discuss further.

5. Editors Report

The next edition will be in the spring. One of the Cardiff students will provide a review of the Conservation Conference for the end of January.

John will also provide an update of his work.

Website

There is some backlog at the moment due to Andrew passing responsibility over to Barbara and Emma, this will be addressed shortly. **Andrew** still owns the domain name, it is due for renewal next year, when we will need to transfer ownership to the Federation rather than an individual.

Andrew will continue to take responsibility for the Yahoo group and will ensure emails are sent alerting people to new things on the website.

Andrew will look at moving from Yahoo to JISC mail.

Rachael R to check with her IT Dept that email to 'Secretary' is getting through.

Information about the Conservation Conference will be hosted on the Federation website.

Andrew will continue to monitor the website and will consider how it should operate in the future.

6. Correspondence

Chris M to provide Rachael R with financial information for the Charity return by mid January.

7. Wales Development Officer

§ John is working on the business plan for 2007-2009. The principal areas to look at further are:

- Add a new aim about organisational role
- Review working groups – find out what the membership are interested in.
- Review need for administrative help.
- Need to meet formally with libraries and archives – autumn
- Consider our view on the status of national collection.
- Federation will have an opinion on the establishment of new museums but we wont lead on this.
- We should make formal links with the MDA
- We should introduce student membership at £5.

§ Membership – **John will talk to Chris M and Chris W** to sort out the current difficulties.

§ Links with Amgueddfa Cymru – Chris Delaney will invite Dr. Eurwyn William and Angela Gaffney to come to the Federation mtg after next.

§ Museum Association events – what events do we want them to run? Could the Fed subsidise some events? Could we ask for some events to be tailored? Should we have a presence at the MA Conference?

§ Strategy for Wales – we need a brainstorming session with the membership. **John and Scott** to arrange for February. Ask Helen Wilkinson to facilitate.

There was a break to meet with Carol Whittaker from CyMAL. Notes below.

8. Smaller Museums/Museum Diversity sub-group

It was suggested that an event is put on with the military museums so other museums can benefit from some of their experience. **Frank** to talk to Martin Everitt.

Access and Education sub-group - No report

Stewardship sub-group

A publication is being prepared following the Conservation in Wales conference. 'Qualifications for conservation technicians are currently being looked at.

A request was made for £1000 from Fed funds for next year from so speakers can be booked ahead of confirmation of CyMAL grant – agreed.

9. Events + Training

- The sector Skills Council is looking at leadership. Phil Gibbons is carrying out structured interviews.
- St Fagans are taking on the role of NVQ centre for Wales. However only with current candidates and some of their own staff, so it may only be a short-term solution. Swansea University may take on the role – Scott will find out more from Denise Lavis.
- **Scott** will send out a request for training ideas to museum staff.
- Scott has requested a budget to work to. Is it appropriate to charge people considering CyMAL training sessions are free.
- **Scott** will book a venue in Rhayader for the brainstorming event.

Documentation Events

- These have been well received. Not always with large numbers but a lot of new faces. There will be three more Jan- March. Publicity will come via CyMAL.

10. AOB

- Following the meeting with Carol Whittaker we discussed whether we should apply for money to look at a marketing strategy for Museums. It was decided that we would hold back for this year and reap the benefits of the research done by libraries and archives. If we thought it appropriate we would make an application in January 2008. We thought about targeting it more specifically – e.g. a marketing toolkit for Independent Museums.
- **Jane** will send the committee copies of the Archaeological Archives Standards which are currently being adopted in England. They are however in conflict with the Wales guidelines. We should consider carefully which to adopt and which to reject.

11. Date and venue of next meeting

12th March – Newport Museum

2.00pm

CyMAL Meeting

1. Quantifying Diversity Survey
There was a 56% response local authority museums, 40% response from accredited/registered independents and 16% response from others. Responses would still be welcome. It will be used internally. It was pointed out that there should be clearer signalling as to what surveys will be used for.
2. We raised the possibility of applying for grant aid to establish the website bilingually. However it was decided there wasn't enough money needed to warrant grant aid and we should use our own funds for this.
3. CyMAL are keen to raise the profile of Wales and would like to encourage us to get involved in a session for the MA Conference which has a Welsh input. Staff from Newport suggested doing something on audience development/access/oral history etc. Susan Dalloe said Rhyl had been getting involved in community archives as had museums in Blaenau Gwent with Frank. **The committee should circulate ideas ahead of the closing date for proposals in February.**
4. Marketing Strategy
Archives have appointed a consultant to write a strategy. **The committee should look at the work already done by libraries on the CyMAL website.** The Federation could apply to CyMAL for a strategic grant.
5. MDA
What happens next – Chris D to talk to Linda Tomos in the new financial year.
6. If anyone wants anything published in the CyMAL magazine it should be sent to Alyson Tyler alyson.tyler@wales.gov.gsi.uk
7. A licence is being introduced relating to endangered species.
8. We should look at the CyMAL Action Plan
9. Spotlight survey has been sent out so people can check entries and there can be some peer review.
10. The committee raised the possibility of having on the CyMAL grant form a question about whether the institution is a member of the MA or the Fed – to encourage museums to join at least one professional organisation. It was not being suggested grants are withheld on this basis but it would be an indication of commitment to the wider profession. **Chris D** to talk to Linda Tomos.