



Supporting
University Museums
and Collections

University Museums Group Annual General Meeting

**17 September 2019, 3.10pm
University College London**

1. Minutes of AGM (3 July 2018, University of Cambridge)

Minutes of the 2018 AGM were approved.

2. Matters Arising

There were no matters arising.

3. Chairs' report

The last year has seen a period of reflection for UMG, with the Committee undertaking both a stakeholder consultation and governance review. The stakeholder consultation was delivered by Liz Hide, and identified priorities for the Committee put forward by the membership. Liz's work confirmed that advocacy should remain the key priority of the UMG in terms of most usefully serving members, identified a need to reflect better the diversity of our sector, and recognised a need for more capacity beyond the voluntary committee. This consultation led into an organisational review, undertaken by Helen Wilkinson, which aimed to ensure UMG's organisation was fit for purpose, with a constitution aligned to best practice and better documented financial procedures – both of which had been identified as necessary underpinnings to any attempts to apply for external funding to increase organisational capacity.

The organisational review has resulted in an updated constitution (agenda item 5), revised financial procedures (which will be discussed by the Committee at the next meeting on 14 November, and a proposed new framework for membership fees (agenda item 7).

The review also set out how UMG could become a Charitable Incorporated Organisation. Due to limited capacity to deliver this change, the Committee decided to remain as an Unincorporated Association for the time being.

Nicholas Thomas and Nicola Kalinsky have been involved in a range of advocacy activities on behalf of the university museums sector, including attending cross sector meetings. They have also contributed to sector consultations, including responses to the Arts Council England (ACE) 10 year strategy, and are participating in an ACE led Restitution Guidance Working Group.

4. Treasurer's report

Henry McGhie stepped down from the Committee and his role as Treasurer in July 2018, after which Ghislaine Wood took on this role. In August 2019 Ghislaine stood down from the Committee, with new Committee member Janneke Green taking on the role (see agenda item 6).

In this interim period Nicola Kalinsky provided the Treasurer's Report. As of 5 September 2019, UMG had a positive balance of £11,128.94, with Helen Wilkinson's consultancy fees still to be paid. No income was received 2019 following the decision to suspend subscriptions for the year whilst the review process was ongoing.

5. UMG governance review and updated constitution

The new constitution was approved.

6. Committee membership

As outlined in paper 3, there are four Committee vacancies this year and the role of Treasurer. With four nominations received, from Harriet Warburton (Oxford), Janneke Geen (Manchester Metropolitan University), Carol Shiels (St George's, London) and Xa Sturgis (Oxford), it was not necessary to take this to a vote.

The new Committee members were approved.

There will be more Committee vacancies in a years' time, and members are asked to consider their potential participation.

7. Proposed revised fees structure for 2020

The governance review has recommended a revised fees structure, with graded fees depending on organisational size. This will be discussed by the Committee at the next meeting in November.

It was also recommended that the membership year switches from the calendar year to either the standard financial year or the academic year. In the meantime, institutions were encouraged to join the UMG now to stay in the loop, with no subscriptions due until either April or August 2020.

8. Any other business

The UMG will be hosting a coffee networking session at the MA Conference in Brighton on Friday 4 October from 10 – 10.50. All members are invited to attend.

Following feedback in the stakeholder consultation, this year's event has taken a different format to the usual annual UMG conference. It would be helpful to hear thoughts and feedback on how successful this has been, in response to the following questions. Please send feedback to Nicola Kalinsky (N.Kalinsky@bham.ac.uk)

- Is it valuable to hold an annual UMG event?
- Have you found it a useful format for the day?
- What was the most useful part of the day?
- What was the least useful part of the day?
- Did it take place at the right time of the year?
- Was the location right?

The Chairs thanked those Committee members who have stood down in the past year; Tonya Nelson, Henry McGhie, Lucy Shaw and Ghislaine, and warmly welcomed the newly elected Committee members; Carol Shiels, Harriet Warburton, Janneke Green.

The Chairs thanked Caroline McDonald and Tannis Davidson for their coordination of the event, and Jo McPhee for coordination of the AGM. On behalf of all attendees, the Chairs reiterated the earlier thanks to the morning's speakers, Professor Jane Robinson, Dean of Engagement and Place, Newcastle University Michael Thompson, Deputy Director of Comms and External Relations, Universities UK, and Ed Davison, Head of the Chief Executive's Office, Office for Students, and thanked UCL for hosting the day.