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**Meeting:** **HOLBURNE MUSEUM HE STRATEGY BOARD**  
**Date and Time:** **Wednesday 23<sup>rd</sup> November 2011 at 10.15 am**  
**Venue:** **Wessex House 3.36, University of Bath**

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**Present:** Professor Jane Millar Chair  
Professor Vaughan Hart University of Bath  
Mr Howard Nicholson University of Bath

**In attendance:** Dr Alexander Sturgis Director of the Holburne Museum  
Mr John Struthers Director of ICIA  
Mr Mark Humphriss University Secretary  
Ms Clare Henderson Secretary

**Apologies:** Dr Steve Poole University of the West of England  
Professor Elizabeth Prettejohn University of Bristol  
Professor Neil Sammells Bath Spa University

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**81** **MEMBERSHIP**

**ACTION**

The Board noted membership for 2011/12 as set out in Paper HM11/12-1.

**82** **MEMBERSHIP AND TERMS OF REFERENCE**

Further to discussion at the previous meeting (minute 78 refers), the Board considered revisions to its membership and terms of reference (Paper HM11/12-2).

Two amendments were proposed to the revised membership and terms of reference.

RECOMMENDED to Executive Committee that the amended membership and terms of reference be approved.

**83** **MINUTES**

The Minutes of the meeting held on 8<sup>th</sup> June 2011 (Paper HM11/12-3) were approved and signed by the Chair.

**84**      **MATTERS ARISING**

(1)      Minute 78, Funding (Archive Work)

The Director reported that the Museum was seeking funding for the new collection management system to be launched next year.

Referring to the archiving of the Museum's records, Mr Nicholson invited the Director to liaise with the University's archivists over this work. He suggested that it could be undertaken by volunteer helpers working under supervision. Dr Sturgis reported that the former tea house was being fitted out as a storage area where the records could be kept along with a desk and computer.

(2)      Minute 80 (2), Reports from the Director (Collaborative Sculpting Project)

The Director reported that it was hoped that Peter Dent would be contributing to talks related to the Museum's exhibition on 'The Art of Portrait Sculpture'.

**85**      **HOLBURNE MUSEUM TRUSTEES ANNUAL REPORT**

The Board received the Museum's Annual Report and Accounts for 2010 (Paper HM 11/12-6).

**86**      **ANY OTHER BUSINESS**

It was reported that Professor Vaughan Hart had been appointed as the University's representative on the Board of the Holburne Museum Trustees.

**87**      **DATE OF NEXT MEETING**

Wednesday 2<sup>nd</sup> May 2012 at 10.15 am at the Museum