



**Notice is hereby given of the Meeting of the
Southland Museum & Art Gallery Trust Board Inc
to be held in the Council Chambers,
Invercargill City Council, 101 Esk Street, Invercargill
on Thursday 02 December 2021 at the conclusion of the
Annual General Meeting**

Cr D Ludlow (Chair)
Cr R Amundsen
Cr L F Soper
Mayor Gary Tong
Cr C Menzies
Cr B Highsted
Ms G Neave
Mr R Eagles
Ms E Cook
Mrs C Henderson

Thilini Amarasingha
For Secretary

Southland Museum and Art Gallery Trust Board - Public

02 December 2021 03:00 PM



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Southland Museum & Art Gallery Trust Board Interest Register	Last updated: 29 October 2021
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Current						
Full name	Position	From	To	Entity	Interest	Comment
Cr Darren Ludlow	Trustee	17 Nov 2004		Invercargill City Council Radio Southland Healthy Families Invercargill Murihiku Maori Wardens Incorporated Southland Community Law Centre Thrive Community Trust Invercargill Venue & Events Management Limited Environment Southland SIT Creative Media Advisory Committee	Councillor Manager Board Member Board Member Board Member Board Member Director (Shelf Company) Lyndal Ludlow(wife) – Councillor Chair	
Cr Rebecca Amundsen	Trustee	7 Nov 2017		Invercargill City Council Arch Draught Limited BP Orr Limited Task Limited Arts Murihiku Dan Davin Literary Foundation Heritage South Glengarry Community Action Group Great South National Council of Women KIND Women Charitable Trust	Councillor Director Director Director Trustee Trustee / Chair Contractor Events Co-ordinator (Volunteer) Contractor– Events Branch Executive Southland Trustee	
Cr Lesley Frances Soper	Trustee	23 Mar 2021		Invercargill City Council Breathing Space Southland Trust (Emergency Housing) Omaui Tracks Trust National Council of Women (NCW) Citizens Advice Bureau Piermont Holdings Ltd Southland ACC Advocacy Trust Southern District Health Board Southland Warm Homes Trust Southland Food Rescue Trust	Councillor Chair Director Member Member 1% Shareholder Employee Elected Board Member Member Member	
Mayor Gary Tong	Trustee	18 Dec 2019		Southland District Council Koha Kai and Borland Lodge	Mayor Trustee	

Southland Museum and Art Gallery Trust Board - Public - Interest Register (A2531243)

A2531243

Current						
Full name	Position	From	To	Entity	Interest	Comment
Cr Christine Mary Menzies	Trustee	18 Dec 2019		Southland Youth One Stop Shop Winton Medical Centre and Central Southland Hospital Trust Southland District Council Barnardos / Ministry of Education Social Workers Registration Board	Trustee Chair Councillor Employee Committee Member	
Cr Bret Highsted	Trustee	10 Mar 2020		Broadacres Ltd CPC Investments Ltd CPC Properties Ltd Fert Wholesale Direct Ltd Global Vehicle Leasing 2009 Ltd Gore A&P Joint Management Committee Gore District Council Hokonui Heritage Centre Trust Honunui Moonshine Museum Charitable Trust North Road Storage Ltd Southland Warm Homes Trust Stoney Creek Station Ltd The Terraces Ltd Tulbury Heights Ltd Tulloch Farm Glendhu Ltd Tulloch Ltd Tulloch Milk Logistics Ltd Tulloch Properties Christchurch Ltd Tulloch Group Ltd Croydon Aviation Heritage Trust Mataura Valley Milk Ltd Southern Skies Properties Ltd Deep South Storage Ltd	Director Director Director Director Director Chair Councillor Trustee Trustee Director Trustee Director Director Director Director Director Director Director Director Director Employee	
Roger Eagles	Trustee	06 Sep 2018		Eagles Eagles Redpath FINA Masters Swimming Committee Aquatic NZ Inc Grose Investments Limited Swimming Southland Inc	Partner Member Chair Director Board Member	

A2531243

Southland Museum and Art Gallery Trust Board - Public - Interest Register (A2531243)

A2531243

Current						
Full name	Position	From	To	Entity	Interest	Comment
Gwen Neave	Trustee	28 Nov 2001		Southland Community Education Programme Incorp N Z Council Of Victim Support Groups Incorp Invercargill and Districts Victim Support Grp Incorp Arts Murihiku	Executive Member Board Member Committee Member	
Christine (Chris) Henderson	Trustee	5 Dec 2019		Friends of the Southland Museum and Art Gallery Southland Branch of Forest and Bird Southland Astronomical Society	Chairman Member Member	
Evelyn Cook	Trustee	4 July 2019		Invercargill City Council Police Iwi Liaison Museum Iwi Liaison Te Rūnanga o Ngāi Tahu Te Whānau a Neke Trust Rakiura Māori Land Trust Waihōpai Rūnaka Te Rūnaka o Awarua Te Awhi Rito CDEM CEG Otago Emergency Response Iwi Liaison Hui Amorangi o Te Wai Pounamu Trust Board	Mangai - Waihōpai Awarua Awarua AH Rep Waihōpai Rūnaka Owner Owner Executive Member Member Representing SMAG Representing Iwi Representing Iwi Representing Murihiku Iwi Trustee	
Steve Gibling	ICC Group Manager			Invercargill City Council	Group Manager – Leisure and Recreation	
Wayne Marriott	Manager – Museum and Heritage Services			Invercargill City Council Horizon Energy Limited Whakatane & District Historical Society Scholarship Trust Whakatane & District Historical Society New Zealand Society of Genealogists Ohope Beach Primary School BOT BOP Acacia Charitable Trust Whakatane Masonic Properties Limited Te Waipounamu Museums Company Limited Art & Acre Limited Judicial Justice of the Peace (Invercargill) Justice of the Peace (EBOP – Committee) Southland Justices of the Peace Association (Committee)	Manager – Museum and Heritage Services Historian Chair & Director Vice-President Member Finance Chair & Director Director Director Director Member Member	

A2531243

**MINUTES OF THE SOUTHLAND MUSEUM AND ART GALLERY TRUST BOARD
HELD IN THE COUNCIL CHAMBERS, INVERCARGILL CITY COUNCIL, 101 ESK
STREET, INVERCARGILL ON THURSDAY 04 NOVEMBER 2021 AT 3.03 PM**

PRESENT: Cr D Ludlow (Chair)
Cr A Amundsen
Cr L Soper
Cr C Menzies (Via Zoom)
Mr R Eagles
Ms E Cook
Mrs C Henderson

IN ATTENDANCE: Mr S Gibling (Group Manager – Leisure and Recreation)
Mr W Marriott (Manager – Museum and Heritage Services)
Mr S Craig (Management Accountant)
Mrs T Amarasingha (Secretary)

1. APOLOGIES

Cr Highsted, Ms Neave and Mayor Tong

Moved Ms Cook, seconded Cr Amundsen and **RESOLVED** that the apologies be accepted.

2. INTEREST REGISTER

A2531243

Members to review the interest register and send any updates to Thilini Amarasingha.

3. CONFIRMATION OF MINUTES OF THE MEETING HELD ON 7 OCTOBER 2021

A3568438

Moved Cr Soper, seconded Mrs Henderson and **RESOLVED** that the minutes of the meeting held on Thursday 9 September 2021 be accepted as a true and correct record.

3.1 Matters Arising from Previous Minutes

Nil.

4. Action Sheet

A3593866

Nil.

5. Items for Review

A3493547

Nil.

6. REPORTS

6.1 SMAG Managers Report for September 2021

A3589375

Mr Marriott spoke to the report and highlighted the following points.

- Browney Simes was currently working to refine the requirements for storage of the collection moving forward. The final report would be completed by 30 November 2021.
- She was reviewing any collection that may have any issues and risks or risks associated with storage in the short or long term.
- Ms Cook requested an update on Koiwi Tangata to be provided at the next Board meeting. In response to this request, Mr Marriot said Te Papa is still working through that system.
- The Museum staff were working to identify 100 objects for the “Collection of National Importance” and the final shortlist would be presented to the Board in April 2022, after which it would go for external moderation. The biggest challenge for this process was the research for individual objects.
- It was confirmed that the original color of Minerva was bronze-green, which was identified through research. Minerva would be completed with a coat of bronze-green. If exhibited externally it was important to maintain the touchups on Minerva’s colour coating.
- An update was provided on the deaccessioning process which was first approved by the Board in 1996.
- An update was provided on new staff appointments.
- An update was provided on exhibitions and public programmes, and the direct impact of both Covid19 and the upgrade on Don Street have had on visitor number at He Waka Tuia for August and September.

Moved Cr Amundsen, seconded Mr Eagles and **RESOLVED** that the report “SMAG Managers’ Report for September 2021” be received.

7. FINANCIAL REPORT

Mr Craig spoke to the report and highlighted the following points.

- There was a strong cash position.
- Term deposit renewal would be due in March 2022.
- The reimbursement to Toni Biddle was related to the previous financial year.
- The levels of income and expenditure for the Board were lower than the previous financial year. Current financial year grants were received from the Southern Regional Heritage and were to fund only the collection. The SMAG Board was no longer managing any operational costs.
- No major movements in reserve accounts other than receiving interest.

Moved Cr Ludlow seconded Cr Soper and **RESOLVED** that the Southland Museum and Art Gallery Trust Board;

1. Receive the "Quarterly Financial Report for the 3 months ended 30 September 2021"
2. Approve the payment for authorisation.

8. GENERAL BUSINESS

Mrs Henderson tabled a document on behalf of the Friends of the Southland Museum and Art Gallery.

Mrs Henderson read the document to the Board and requested to move a motion.

Note: Ms Cook raised a Point of Order and stated that this was not a matter to be discussed in the public session of the Board meeting.

Mrs Henderson stated that the document could be tabled to be received and that the decision making could be referred to the next Board Meeting.

The Board discussed the matter and asked Mrs Henderson to read her recommendation.

The recommendation read:

"The current Trust Board needs to determine the goals of any restructuring. We need to engage with a lawyer who has expertise in this area, to prepare a draft that you can consider and improve. Then we can discuss the proposal with community members. Friends of SMAG do not believe the current proposal will provide better governance and documents are confusing and contradictory. This is on behalf of the committee of Friends of SMAG."

Cr Ludlow allowed the Item to be tabled.

Move Ms Cook, second Cr Soper and **RESOLVED** that the item be tabled.

Note: Cr Menzies raised a Point of Order and stated that the Trust Deed that Mr Marriott provided to the Board for review was a public excluded document. She also noted that the Board had not agreed to share that document with any outside parties such as Friends of SMAG.

Cr Ludlow clarified that items discussed in a public excluded session or a workshop should not be discussed with any other parties.

Note: Cr Soper raised a Point of Order and stated that the item was tabled and the Board could not discuss this matter further.

Cr Ludlow agreed on Point of Order raised by Cr Soper and closed the item.

9. CORRESPONDENCE

9.1 Late Item – A Letter from Audit New Zealand

The letter from Audit New Zealand was tabled which formally advised the Board they were running behind schedule for their audit process.

Mr Craig informed the Board that the Charities Services extended their deadline to file the annual returns for the audit until 31 May 2022, to account for the delayed audit process.

Move Cr Soper, seconded Cr Amundsen and **RESOLVED** that the Southland Museum and Art Gallery Trust Board accept the letter from Audit New Zealand as a late Item.

10. PUBLIC EXCLUDED SESSION

Moved Ms Cook, seconded Cr Soper and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting; with the exception of Ben Plumbly, Director of Art from Art+Object, namely,

- (a) Confirmation of Minutes of the Public Excluded Session Held on 7 October 2021.
- (b) Objects of National Importance from the Southland Museum & Art Gallery Collection
- (c) Late Item – Acquisition Proposal for Victim – Molly Macalister

General subject of each 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
(a) Minutes of the public excluded session held on 7 October 2021	Section 7(2)(i) Enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7
(b) Objects of National Importance from the Southland Museum & Art Gallery Collection	Section 7(2)(i) Enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

(c) Acquisition
Proposal for
Victim – Molly
Macalister

Section 7(2)(i)
Enable any local
organisation holding
the information to carry
on, without prejudice or
disadvantage,
negotiations (including
commercial and
industrial negotiations)

Section 48(1)(a)
That the public
conduct of this item
would be likely to
result in the disclosure
of information for
which good reason for
withholding would exist
under Section 7

There being no further business, the meeting closed at 4.32 pm.

Next meeting: Thursday 2 December 2021, 3.00 pm in the Council Chambers at
Invercargill City Council.

MUSEUM TRUST TO BE DECAPITATED

The existing Southland Museum and Art Gallery Trust Board (Inc) SMAG, is to be restructured and there is a proposal to radically change it's Constitution and rules. This is to be considered on Thursday 4 November 2021.

The Friends are not to be included in the new board. A previous board opted to create a position for a Friends representative as it was recognised at the time that the Friends played an important link between SMAG and the Southland Community, widening the contact SMAG had with the public-through monthly events etc.

The Friends worked with and supported staff, brought members of the public with heritage and artistic interests into the Museum, and contributed a significant number of volunteer hours to SMAG.

What the principle outcome seems to be is that the three councils effectively are turning SMAG into just another council department rather than the independent body it should be. This seems to be at odds with the general principal that the Trust is a registered charity governed by a completely independent and impartial board of trustees.

Currently the SMAG board is made up of up to nine members, three appointed by the ICC, two by the SDC, one by GDC, one by Friends of the Museum, one by the Tangata Whenua and two by consensus of the ICC and SDC appointees.

This proposal to effectively revoke all current nine SMAG trustee positions and appoint the three Council chief executives as interim trustees who shall then establish an appointments committee who will then make five appointments to the Board. It is hardly being representative of the wider community when the three CEOs

establish an appointments committee who will then make five appointments. This leaves the door wide open for perceptions of cronyism and 'stacking the deck'.

A key element of a democracy is checks and balances and that the power to make appointments in the case of SMAG, like any other public entity, is vested across a broad spectrum of the community and NOT placed in the hands of a small group who could be seen to be less than representative of the community.

The Friends of the Southland Museum and Art Gallery want greater inclusion of the wider community in a democratic process. The Friends also deserve to be recognised and continue to be involved with Board activities, and to work together to create a Museum which will celebrate our heritage and inspire creative responses to our many future challenges .

Chris Henderson

*Chairman - Friends of the
Southland Museum and Art Gallery*



ACTION SHEET

Held on 04 November 2021

Originating Date	Item #	Item Description	Action to be taken	Action by	Due date
06/06/19		Manawhenua Representation Jane Davis	A decision was made to meet with Jane's whanau following the lifting of Covid-19 isolation levels.	Ms Neave	WIP
11/03/2021		Workshops	Confirm dates for workshops	SMAG Board	After every meeting

SOUTHLAND MUSEUM & ART GALLERY TRUST BOARD 2021/22 – TIMELINE											
Item Due For Review 2021/22											
	Jul	Aug	Sep	Oct	Nov	Dec	Feb	Mar	Apr	May	Jun
DRAFT Annual Report reviewed		✓									
Final Annual Report Signoff [Due to ICC & SDC]			30/9								
Management fee automatic payment form updated			✓								
Business Plan Workshop				✓							
Business Plan Review					✓						
Bequest Term deposit renewal								✓			
AGM						✓					
Review of Draft Statement of Intent						✓					
Draft Statement of Intent [Due to ICC & SDC]							28/2				
6 Monthly Financials [Due to ICC & SDC]							28/2				
Fraud Policy / Delegation policy review									✓		
Final Statement of Intent [Due to ICC & SDC]											30/6
Trustees review interest register	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

TO: SOUTHLAND MUSEUM AND ART GALLERY TRUST BOARD

FROM: WAYNE MARRIOTT – MANAGER – MUSEUM AND HERITAGE SERVICES

AUTHORISED BY: STEVE GIBLING – GROUP MANAGER – LEISURE AND RECREATION

MEETING DATE: THURSDAY 2 DECEMBER 2021

SMAG MANAGER’S REPORT FOR OCTOBER 2021

RECOMMENDATIONS

That the Southland Museum and Art Gallery receive “the SMAG Manager’s Report for October 2021”.

COLLECTION STORAGE

Bronwyn Simes has completed her review of the collections of SMAG, as well as other potential entities for her draft report which is due in early November..

COLLECTIONS OF NATIONAL IMPORTANCE

Research has continued on identifying potential 100 objects for “Collections of National Importance”. The working draft of the list has been updated.

KOIWI

Jamie Metzger (Te Papa) and Amber Aranui (Te Papa) met with me via Zoom on 17 November.

Previously Amber had been working with previous Team Leader – Collections on a report regarding Koiwi held at the Southland Museum & Art Gallery. A draft report has been prepared which requires input from the Te Papa Repatriation team. The team was supposed to have been in Invercargill prior to the last Covid-19 lockdown but their trip was postponed.

The team require access to David Teviotdales field diaries, as well as any other correspondence we have relating to Koiwi and some early archaeological digs. It is proposed that Te Papa will undertake this work on site in Invercargill prior to the end of the year – subject to any Covid-19 restrictions applied to Te Papa staff.

Following the completion of the report this will be circulated to the Iwi Liaison Komiti for review prior to being distributed to the Board.

CATALOGUING & REHOUSING

As at 23 September 2021 (note this will be updated in November 2021)

Project Stage	Outline	Total Recorded	Monthly increase
Stage 1	Full documentation	9, 445 records	171
Ready for Relocation	Ready for Relocation	14,562 records	84
Stage 3	Photography	907 records	23

DEACCESSIONING

Staff have begun to review records beginning in 2010 – 2021 to ascertain the material formerly housed in the Dee Street Hospital which was tagged for deaccessioning.

All current acquisition material has been reviewed and confirmed that it is accordance with the current policy. A second review against current holdings is being undertaken.

HE WAKA TUIA - VISITOR NUMBERS

Month	Total Visitors	Total Open Hours
November 2020	772	148
December 2020	893	136
January 2021	1,068	144
February 2021	613	144
March 2021	980	158
April 2021	1,030	156
May 2021	1,288 (plus 308 off-site children)	183.5
June 2021	1088 (plus 1,419 off-site children)	186.5
July 2021	1069	190
August 2021	633	104
September 2021	216	114
October 2021	709	180.5

Exhibition content will be developed and supported by the team at Southland Museum & Art Gallery, as we begin to explore exhibition themes for a future facility.

OPENING HOURS

Our Heritage – Your History – celebrating 150 years of Invercargill City Council

Despite access challenges through external roadworks, the three exhibitions featuring art and artefact from the collections of SMAG and IPAG continued to draw a positive response.

The early Invercargill photographs are now on exhibition at Invercargill Public Libraries, and the opportunity to make the Bluff images (photographs and watercolours) is being explored by looking at potential sites in Bluff at the time of the 2022 Oyster Festival.

9. PUBLIC EXCLUDED SESSION

Moved, seconded that the public be excluded from the following parts of the proceedings of this meeting; namely

- (a) Confirmation of Minutes of the Public Excluded Session of the SMAG Trust Board Meeting held on 04 November 2021

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 of each 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
(a) Confirmation of Minutes of the public excluded session of the SMAG Trust Board Meeting held on 04 November 2021	Section 7(2)(i) To enable any local organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.