

**MINUTES OF THE 186TH MEETING OF
THE TRUSTEES OF THE ROYAL AIR FORCE MUSEUM
HELD AT THE ROYAL AIR FORCE MUSEUM LONDON
ON MONDAY 15TH DECEMBER 2014**

Present:	ACM Sir Glenn Torpy (Chairman)	(GT)
	Ms Maggie Appleton	(MA)
	Dr Carol Cole	(CC)
	Dr Rodney Eastwood	(RE)
	Mr Richard Holman	(RH)
	Mr John Michaelson	(JM)
	Mr Mike Schindler	(MS)
	Mr Alan Spence	(AS)
	Mr Robin Southwell	(RS)
	Mr Malcolm White	(MW)
In Attendance:	Air Marshal Baz North (Air Command)	(BN)
	Mr John Kitchen (Acting Director General)	(JK)
	Ms Karen Whitting (Director Public Programmes)	(KW)
	Vanessa White (Secretary)	

ITEM 1 – APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Andrew Reid, Brendan Connor, Alan Coppin, Sir Gerry Grimstone and Lord Hutton.

ITEM 2 – MINUTES

2.1 The minutes of the 185th meeting held at Cosford on 29 September 2014 were agreed as a true record.

ITEM 3 – MATTERS ARISING

3.1 GT advised that following the increased threat level, the Museum had taken advice from the Metropolitan Police and appropriate measures and procedures were in place. GT thanked JK for his note on potential options for adjusting the security arrangements at both sites.

3.2 GT highlighted the possibility of securing funding from the Labor Penalty fund.

ITEM 4 – RAFMAF

4.1 JM provided a comprehensive brief on the RAFMAF's recent activities and commended Fred Roggero for his work on behalf of RAFMAF. GT confirmed that RAFMAF remained important to the Museum and said that he would look to strengthen support for its activities in discussion with MA.

ITEM 5 – DEVELOPMENT

5.1 MW said that the Development Committee discussion frequently touched on fundraising and wondered whether the 2 committees should merge. **GT to discuss this with MA.**

5.2 MW drew Trustee's attention to the re-phasing of the Centenary Programme following advice from the HLF. KW advised that since the successful delivery of the First World War exhibition there had been a 'step-change' in the HLF's support for the Museum's Centenary Programme.

5.3 A discussion on the fund-raising challenge ahead, followed.

5.4 KW advised that there was agreement across the 4 charities and the RAF that the creation of a separate RAF 100 charity was the most effective way of fundraising for the 100th Anniversary.

ITEM 6 – FUNDRAISING

6.1 KW reported that there were 2 new members of staff starting with the fundraising team in January and another 2 projected for April.

6.2 KW thanked Trustees who had hosted tables at the First World War exhibition opening.

ITEM 7 – AUDIT & FINANCE

7.1 RH referred to his note summarising the financial position. He suggested that RAFMEL's activities should be seen as a more integral part of the Museum, which was endorsed by MS.

7.2 BN referred to the Museum's approach to depreciation and asked if it was investing enough in maintenance. RH explained the approach and the discretion accorded to the Museum. BN reiterated his earlier point about the financial pressure on the RAF and that the Museum should not rely on additional GIA (as a result of underspends) to fund essential maintenance. The Board noted his comments.

7.3 JK advised that the Financial Statements (copies circulated to Trustees) had been laid before Parliament in November.

ITEM 8 – DIRECTOR GENERAL'S OVERVIEW AND REPORTS

8.1 KW asked if Trustees were happy with the reporting format. GT said that an executive summary would be useful.

8.2 GT asked about MBCC public access. KW advised that the MBCC had successfully trialled paid access to the conservation centre.

8.3 RH asked about StoryVault and KW advised that the Casualty Cards were on the website – www.rafmuseumstoryvault.com. 'My RAF Story' would be augmented by 'plant a poppy' and 'leave a message'.

8.4 KW advised that The Keeper of Visual Arts, Medals and Uniforms had recently retired after 35 years.

ITEM 9 – ANY OTHER BUSINESS

9.1 GT congratulated MA on her appointment as the Museum's new Chief Executive Officer (CEO); her appointment would start on 12 January 2015. New Assistant Directors

for Hendon and Cosford had also been recruited and were due to start in the New Year. The new Chief Financial Officer would join the Senior Management Team in mid-February.

9.2 GT congratulated Museum staff on the First World War in the Air Exhibition, which had drawn universal praise from everyone who had attended the opening ceremony.

Date of next meeting: 30 March 2015.