

**MINUTES OF THE 183RD MEETING OF
THE TRUSTEES OF THE ROYAL AIR FORCE MUSEUM
HELD AT THE ROYAL AIR FORCE MUSEUM HENDON
ON THURSDAY 20th MARCH 2014**

Present:	ACM Sir Glenn Torpy (Chairman)	(GT)
	Mr Brendan Connor	(BC)
	Mr Gerry Grimstone	(GG)
	Mr Richard Holman	(RH)
	Mr John Michaelson	(JM)
	Mr Andrew Reid	(AR)
	Mr Mike Schindler	(MS)
	Mr Alan Spence	(AS)
	Mr Malcolm White	(MW)
In Attendance:	Mr Peter Dye (Director General)	(PD)
	Mr John Kitchen (Director Corporate Services)	(JK)
	Ms Karen Whitting (Director Public Programmes)	(KW)
	Air Marshal Baz North (DC&C & AMP)	(BN)
	Rebecca Dalley (Project Development) – item 4	(RD)
	Andrew McGlynn (Head of Fundraising) – item 4	(AMcG)
	Vanessa White (Secretary)	

ITEM 1 – APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Mr Alan Coppin, Lord Hutton and Mr Robin Southwell.

ITEM 2 – MINUTES

2.1 The minutes of the 182nd meeting held at Hendon on 16th December 2013 were agreed as a true record.

ITEM 3 – MATTERS ARISING

3.1 GT welcomed KW to the Museum.

3.2 GT said he had re-arranged the agenda to enable the focus of the meeting to be on the revised strategy and the implementation plan (Item 4).

3.3 PD advised that the nominations for new Trustees were now with the Secretary of State (**After note: Secretary of State has approved the 2 new Trustees, and has written to notify them of his decision.**)

3.4 GT noted that the Director of Finance post had been advertised. Interviews would be conducted on 24 April 14.

3.5 PD advised that the proposed VC10 acquisition should still be within budget. GT asked PD to keep the Trustees apprised of progress.

ITEM 4 – STRATEGY & IMPLEMENTATION

4.1 PD gave an overview of the current position with the Museum's strategy.

4.2 GT then asked RD to highlight the key points in the Strategic Plan. This focused on the strategic priorities, namely a focus on the collection, investment in the Museum and interpretation of the RAF story. The collections review and digital strategy were essential aspects of the collections focus and both training and transformed financial management were critical to the investment required. The adoption of matrix management and introduction of more formal project management were also important changes.

4.3 GT noted that the 'chapter-based' structure provided a good approach to telling the story but made the point that whilst the aim was to tell the five chapters of the 'RAF story' at both Hendon and Cosford this did not imply that the displays at each location had to be of the same scale.

4.4 GT asked BN if the Museum's vision and strategy met the RAF's aspirations for the Museum; he confirmed that they did. **The Trustees endorsed the future Strategy noting there was still work that needed to be undertaken to develop the implementation plan – this should be presented to the Board on 7 July.**

4.5 GT then asked MW and RD to go through the Development Plan, which had been circulated. **The Trustees were content for work to continue along the lines described in order to enable the HLF and ERDF submissions to be progressed.**

4.6 GT then invited PD to address the Organisational Model circulated with the papers. **Trustees agreed the new structure.**

4.7 RH led a discussion on the financial position and the draft 2014/15 Budget proposed by the Finance Committee. **The budget was agreed subject to a six-month review in September 2014.**

4.8 AMcG circulated the Fundraising Strategy for discussion. **Trustees approved the strategy and asked PD to prepare a detailed implementation plan for consideration by Trustees.**

ITEM 5 - AUDIT REPORT

5.1 GG referred to the minutes of the last Audit Committee held on 22nd January 2014, which had been circulated with the papers.

ITEM 6 - DIRECTOR GENERAL'S REPORT

6.1 The Board approved the disposal of the British Airways Ledger (object no. B293 covered in his circulated report).

6.2 PD sought approval for the various policies (notably Acquisitions & Disposals) circulated with the papers. The revised Acquisitions and Disposals policy had been debated at length by the Audit Committee. **Trustees agreed the revised policies.**

ITEM 7 – ANY OTHER BUSINESS

7.1 PD said that the Research Board Chairman, Professor Overy, would report to the Meeting in July.

7.2 BC said that he still hoped that the Pilots of the Caribbean exhibition could be moved to the West Midlands for a formal unveiling in the near future. KW agreed to look at the provision of a suitable version of the exhibition

ITEM 8 – DATE OF NEXT MEETING

8.1 The next Trustee meeting would take place at Hendon on 7 July 2014.