

Board of Trustees

24 November 2023

Present :

Members:

Ashok Ahir (President and Chair)	Andrew Evans (Vice President)
Gronw Percy (Treasurer)	Lydia Rumsey
Janet Wademan	Gwenllian Lansdown Davies
Hannah Lindsay	Anwen Jones
David Hay	Susan Davies
Lee Yale-Helms	Quentin Howard
Andrew Cusworth	John Allen

Executive Team:

Pedr ap Llwyd	Chief Executive and Librarian
Owain Roberts	Director of Collections and Digital Services
Rhian Gibson	Director of Communications, Engagement and Partnerships
Emyr Evans	Interim Director of Finance

Also present:

Annwen Isaac	Human Resources Manager
Carol Edwards	Governance Manager and Board Clerk

Observers:

Mary Ellis	Welsh Government
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1.1 Welcome from the Chair, opening remarks and apologies

Everyone was welcomed to the meeting by the Chair, and a special welcome was extended to Andrew Cusworth and John Allen, who had started their terms as Trustees on 1 November 2023, and were attending their first meeting of the Board of Trustees. Mary Ellis was also welcomed, who was representing the Welsh Government in place of Manon Maragakis and Ian Williams.

Due to the sensitivity of financial matters to be discussed in this session, the President decided that the meeting should continue as a closed session.

Apologies were received from Elaine Treharne.

1.2 Declaration of interests relevant to the agenda

Andrew Evans declared an interest in any discussions on the Contemporary Art Gallery as he was working on one of the applications for the anchor site.

1.3 Minutes of the meeting held on 29 September 2023 and discussion of matters arising

The minutes of the 29 September 2023 meeting were approved as an accurate record of the matters discussed.

Fundraising Strategy - Rhian Gibson and Richard Roberts have discussed the cost of undertaking the work set out in the strategy, and the cost of it all has been included in the budget, so no request for additional funding will be made.

Audience Engagement - it was agreed to leave this on the action list, and Rhian Gibson will give an update at the January meeting.

The following items were discussed at the closed session

Section 2 Chief Executive and Librarian's Report

The Chief Executive and Librarian presented his report, and gave an update on what had happened since he prepared his report.

Section 3 Strategic Issues

3.2 Audience Engagement and an update on the Fourth Street report

Rhian Gibson provided an update on current audience engagement work underway at the Library.

3. 4 Business Continuity Plan – verbal update

The Library has revisited its business continuity plan and processes following the cyber attack on the British Library's infrastructure and is implementing lessons to be learned from the event at the British Library.

3.5 Board Committees

There are a number of vacancies on the 3 standing committees of the Board and the Buildings Panel. A list of vacancies will be circulated to Trustees at the next meeting.

Section 5: Reports from the Committees

Reports from the following committees were received and considered by the Board.

Finance and Resources Committee Draft Minutes 17.10.23, Audit, Risk and Assurance Committee Draft Minutes 07.11.23 and Performance, Quality and Governance Committee Draft Minutes 14.11.23 – verbal report.

Section 6: Any Other Matter

Declaration of Interests

It was agreed to redistribute the 2023 declaration of interests form to all the Trustees to ensure that everyone's interests are still up to date before the Annual Accounts are audited.

Contemporary Art Gallery – Collaboration Document

The Trustees approved the final version of the collaboration document.

Contacting Library Staff

Due to increasing work pressure on staff, and a lack of resources, to prepare for meetings, and further work resulting from the Welsh Government's message regarding a cut to the budget, the President asked the Trustees not to contact staff directly, but to channel any questions or requests for information through the Clerk.

The following matters on the agenda were reserved for discussion in private.

3.1 CIPFA recommendations – action plans

(i) Financial Position and Deficit Reduction 2023 – 2025

(ii) Finance Function at the Library

3.3 Pension Scheme – update on the current situation

4.1.1 Management Accounts September 2023

4.1.2 Private Funds Commitments

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