THE WALLACE COLLECTION

BOARD OF TRUSTEES’ MEETING MINUTES

14 September 2023, 13:30

Hertford House

PRESENT

Jessica Pulay (the Chair)

James Barnard (JB)

Marilyn Berk (MB)

Sophie Birshan (SB)

Eric Ellul (EE)

Alison Taylor (AT)

IN ATTENDANCE

Xavier Bray, Director (XB)

Melanie Newlands, Director of Finance and Commerce (MN)

Sarah Harmer, Director of Development (SH)

Samantha Cox, Head of Exhibitions & Collection Care (SC)

Francesca Vella Bonnici, Assistant to the Directorate (minutes)

APOLOGIES

Lord Hertford (LH)

Pierre Arizzoli-Clémentel

Jane Lewis

1. CHAIR’S MATTERS
* The Chair opened the meeting and noted that no conflicts were declared by the Trustees.
* The Chair congratulated the whole Wallace team, as the Wallace Collection (“TWC”) was performing strongly in a number of areas.
* The Chair and XB recently welcomed the new DCMS Permanent Secretary to TWC.
* The Chair provided an update on new Trustee recruitment.
* Subject to some small amendments, the Board approved the minutes.
1. DIRECTOR’S REPORT
* XB presented his report, the contents of which were noted by the Board, highlighting ticket sales for the *Portraits of Dogs* exhibition and the installation of the Turner and Bonington Watercolours display.
* XB reported on the success of the Gala fund-raising evening held in April 2023. He provided a Security update and reported on the recruitment of a new Director of Collections and Research.
1. LOANS (XB)
* XB presented the loans paper which was approved by the Board.
1. AUDIT COMMITTEE REPORT (AT)
* AT presented the Audit Committee report.
* She gave an update on the trading company net profit and the NAO audit sign-off date.
* AT also reported on continuing cost pressures.
* The Audit Committee approved the audit planning document.
1. FINANCE REPORT (MN)
* MN presented the Finance report and provided an update on the performance of the Venue Hire team, the Retail team and contingency funds.
1. FUNDRAISING REPORT (SH)
* SH presented the Fundraising report, highlighting the activity of The Wallace Development Board, the progress on the fundraising target and the Young Benefactor scheme.

*SC joined the meeting.*

1. PRESENTATION FROM SAMANTHA COX, HEAD OF COLLECTION CARE
* SC presented the Board with an overview of the Exhibition and Collection Care department.
* She outlined the upcoming exhibition programme and accreditation scheme.

*SC left the meeting.*

1. AUDIENCE DEVELOPMENT
* SH presented the Audience Development report.
* A more comprehensive strategy document will be circulated when complete.
1. EDI UPDATE
* SH presented the EDI Update.
1. AOB
* Some governance matters were discussed.
* The Chair thanked the Senior Management Team and the Trustees for their contributions to the meeting.

*The Chair closed the meeting.*

1. TRUSTEES’ IN CAMERA SESSION