

**Minutes of the Board of Governors Meeting of 24<sup>th</sup> January 2019**

<b>Present:</b>	T. Corcoran [Acting Chair]
<b>Also:</b>	J. Carty, L. Cearr, L. Doherty, Y. Donnelly, I. Fox, D. Kelleher, A. Lenny, D. McDonagh, D. Jennings (by phone), R. Keary,
<b>In Attendance:</b>	K. Kelleher [Secretary]
<b>Apology:</b>	C. McGrath J. Murray, D. O'Donnell
<b>Absent:</b>	C. Carney Boud, M. Mullooly

- The members present elected T. Corcoran to chair the meeting.

**Motion of Welcome**

The Chair welcomed new staff representation board members, Laoise Doherty and Yvonne Donnelly, to their first meeting.

**1. Minutes of the Board of Governors Meeting of 6th December 2018**

The minutes were agreed and signed.

**2. Matters Arising**

The Secretary confirmed that the 2017 Annual Report and Financial Statements had been signed off by the Comptroller & Auditor General and submitted to the Department before Christmas.

**3. Director's Report**

The Director presented her Quarterly report under the headings of :-

- RIAM 175 – next steps (Volunteer working groups; Retain HR Advisor, Engage with staff Unions)
- RIAM Re-development – Funding update (current funding status, budget assumptions, new donors, loan facility)
- RIAM Re-development - Governance (DES has approved devolved responsibility to RIAM. Three tiers of RIAM governance: 1. Board of Governors for overall responsibility for implementation 2. Steering committee for project oversight and 3. Project team for operational and day-to-day activity)
- RIAM Re-development - Key decisions Jan to July 2019 (SAQ, RFT, Funding agreements, Construction contracts, Decant contract)
- Relocation to Temporary Accommodation ('decant') – Overall considerations; Decision principles; Supports to management team; Anticipated costs; RIAM Schedule of accommodation; Options under two scenarios.

Actions arising:

1. Management to bring cost benefit analysis of fundraising effort to the Finance Committee.
2. Director to address stakeholder concerns and improve project transparency through a consultation plan and communications strategy.
3. Official sign-off required on viability of retaining use of the Georgian buildings during construction.

The Board noted that, in accordance with the RIAM Constitution, the 2018 AGM of RIAM members had approved relocating the Academy as required.

**4. Terms of Reference for RIAM Re-Development Steering Group and RIAM Re-Development Project Team**

The Board approved the terms of reference subject to amending clause 4.1.d of the Steering Committee terms to reflect separation of duties between the committee and the Board to satisfy Governance compliance.

The Board approved a motion to proceed with issuing the Suitability Assessment Questionnaire (SAQ), proposed by T. Corcoran and seconded by D. Jennings.

The minutes of the Steering Committee meeting of 22<sup>nd</sup> January were circulated.

**5. Summary of the Finance Committee meeting of 22<sup>nd</sup> January 2019, incorporating 2018 Management Accounts**

J. Carty reported on the meeting and the Finance Officer summarised the draft 2018 results, showing a small surplus after providing for a €200k contingency amount.

**6. Audit & Risk Committee Annual Report 2018**

Item deferred to the next meeting

**7. Child Safeguarding Statement**

Proposed by D. McDonagh and seconded by A. Lenny, the Board approved the RIAM Child Safeguarding Statement, noting that it had been reviewed by Tusla.

**8. RIAM Risk Register**

The Board noted recent amendments to the risk register. As a work-in-progress document the Secretary invited proposed additions or amendments and suggestions from members.

**9. Board of Studies Programme Proposals**

- a) Proposals for New/ Revised Programmes of Study for 2019/2020
- b) Proposals for New/ Revised Programmes of Study for 2020/2021
- c) Outline Proposals for New/Revised Programmes of Study for 2021/2022

Standing agenda item: No new proposals tabled.

**10. Local Centre New Examination Proposals**

Standing agenda item: No new proposals tabled.

**11. RIAM Fellowship Proposals**

J. Carty proposed Dr. Seoirse Bodley and the Director proposed Prof. John Wallace. The Board approved both nominations by acclamation.

**12. Minutes of the Board of Studies 4th meeting 7th December 2018**

Noted and approved

**13. Minutes of the Local Centre Senior Examiners' meetings 5th November and 6th December 2018**

Noted and approved. The Board is cognisant of the risks pertaining to the Local Centre ongoing exam and music book revenues.

**14. AOB**

- a) The Board approved the minutes of the Governors special meeting held on Wednesday 19<sup>th</sup> December 2019.
- b) The meeting commended of all those involved in the recent production and performance of the opera '*Banished*' in Kilmainham Gaol.
- c) The meeting acknowledged the consistent high quality and calibre of documents being produced for presentation to the Board.

Signed .....

Date .....