

MINUTES OF BOARD OF NATIONAL LIBRARY OF IRELAND

Thursday 19 September 2019 at 11:30

Boardroom, National Library of Ireland,
4 Kildare Street, Dublin 2, D02 A322

	Present
Board In person	Paul Shovlin, Chairman; Dr Ciara Breathnach; Bob Collins (1-7.1 only); James Dorgan; Dr Conor Kostick; Katherine McSharry; Susan Philips; Jennifer Taaffe.
Board By videoconferencing.ie	Prof Maeve Conrick.
Apologies	Eoin McVey; Jack Keyes; Prof Susan Schreibman.
	In attendance
Staff	Dr Sandra Collins, Director (0-11); Orla Sweeney, Secretary (0-11); Brian O'Donnell, Head of Estates (2 only); Dr Cyril Sullivan, Head of Finance and Chief Risk Officer (7.1, in part, only).
Office of Public Works	John Cahill, principal architect (2 only); Hilary Vandenberghe, senior architect (2 only); Linda Prendergast, architect (2 only).

1. Declarations of interests and procedural matters

The Chairman opened the meeting and confirmed that it was quorate. The Chairman noted the apologies of Eoin McVey, Jack Keyes and Prof Susan Schreibman. In response to the Chairman's enquiry, the Board had no interests to declare.

All papers had been circulated in advance of the Board meeting unless otherwise stated.

The Board adopted the agenda.

2. Reimagining the NLI: building programme

The Chairman welcomed John Cahill, principal architect, Hilary Vandenberghe, senior architect and Linda Prendergast, architect from the Office of Public Works to the meeting. Mr Cahill presented in detail the revised draft plans/drawings/concepts entitled 'National Library of Ireland: Phase 3 West Wing Upgrade' which were circulated at the meeting. Mr

Cahill informed the Board that cost certainty is dependent on the completion of the building survey and investigative works.

The Director provided an overview of the project work to date; confirmed that the project's goals have been addressed by the said drafts; and advised that should the Board approve the drafts then they will be presented to the Capital Development Governance Committee (comprises representative from the Department of Culture, Heritage and the Gaeltacht (DCHG), OPW and NLI) for consideration and preparations for the submission of planning permission would progress in line with the drafts. Mr Cahill addressed Board queries concerning the anticipated momentum of the remaining phases of the project and planning permission.

On behalf of the Board, the Chairman noted his appreciation to the Office of Public Works for the project work undertaken to date citing the book repository in particular; he looked forward to the realisation of the draft plans/drawings/concepts for phase 3; and encouraged them to maintain the project's momentum. The Chairman also thanked Brian O'Donnell, Head of Estates, for regularly briefing the Board on the project.

The Board approved the revised draft plans/drawings/concepts entitled 'National Library of Ireland: Phase 3 West Wing Upgrade.'

3. Draft minutes of the Board meeting of 20 June 2019 and their publication

The Board approved the minutes of the Board meeting of 20 June 2019 without amendment and the publication of the said minutes with redaction as appropriate.

4. Matters arising

4.1 Action Table

The following open actions were addressed in detail:

(19.5.4) The Director requested the Board to advise her if more comparable NLI data is required in the forecast on the NLI's financial performance 2019.

(19.5.7) The Director advised the Board that an update will be provided at the Board meeting on 17 October 2019 in relation to the Board's concern regarding the NLI's statutory remit to archive the web and the new Copyright and Other Intellectual Property Act, 2019.

The Board noted the matter's arising action table.

4.2 Board Improvement Plan

The following actions were addressed in detail:

- (5) In line with the Secretary's recommendation, the Board agreed that their concern regarding scarcity of resources should be addressed in conjunction with the development of the new strategy.
- (6) The Board agreed that the Board session on NLI management accounts and financial statements can take place. The Board noted the Leadership's Team consideration of the Board's request for a session on library science and requested that a draft outline of a session be submitted to the Board for consideration.

The Board noted the Board Improvement Plan and requested a draft outline of the proposed library science session.

5. Executive Report

The Board received the latest edition of *What's on at the NLI September-December 2019*. The following sections of the Executive Report were addressed in detail:

- 5.1 Estimates 2020: The Director briefed the Board regarding the letter submitted to the DCHG for the Estimates 2020. The Director addressed a query from the Board concerning funding for digitisation.
- 5.2 Reimagining the NLI: The Board commended the project and in particular the good relations that the Chairman and Director had developed between the NLI, DCHG and OPW.



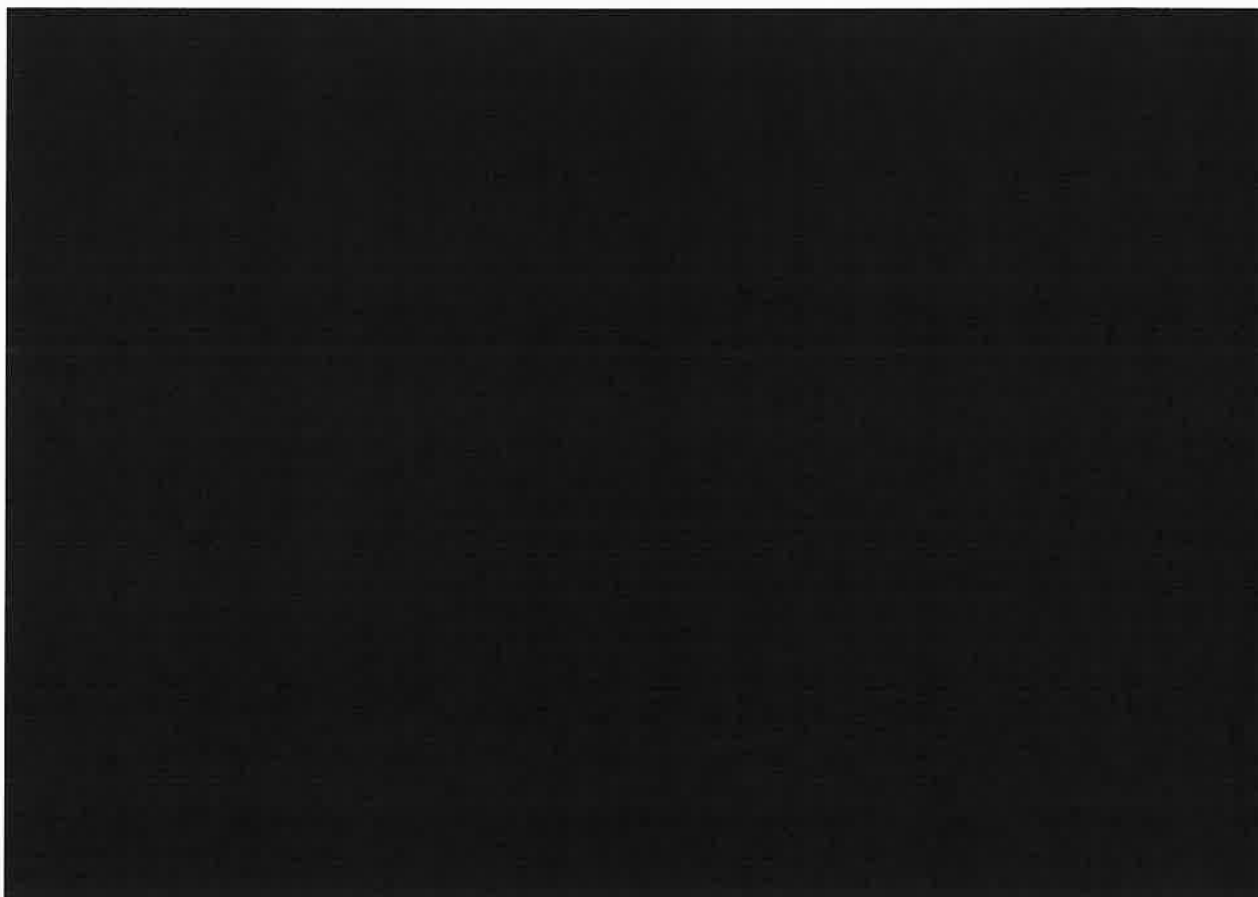
The Board approved the Executive Report.

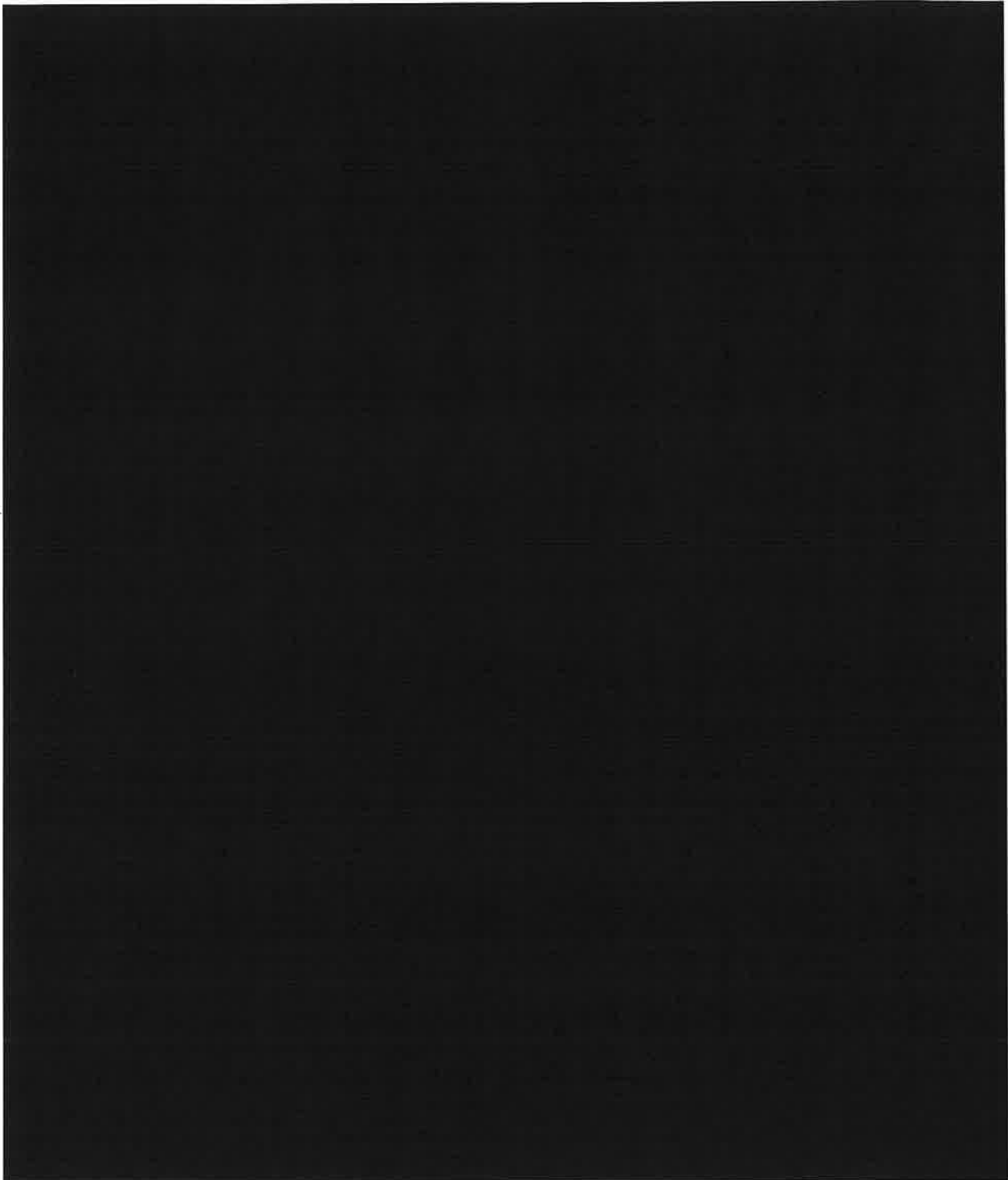
6. Development Office

The Board noted the appointment of Katherine McSharry as Deputy Director on 16 September 2019. Ms McSharry in her role as Head of Development provided the Board with the following report:

- 6.1 Engagement: There was significant publicity regarding the unveiling of the new book repository on 27 June 2019 and the reception to mark the acquisition of the JP Donleavy Archive on 15 August 2019.
- 6.2 Seamus Heaney Listen Now Again: The lunchtime lecture series continues, which the Board commended.
- 6.3 MoLI: There have been a number of engagements surrounding the opening of MoLI on 18 September 2019 and significant publicity generated. The Board commended Ms McSharry on her work in relation to MoLI. The Board briefly discussed a Dublin city literary trail including the NLI sites.
- 6.4 Recruitment: Applicants shortlisted for the Development Executive and the Marketing Executive Officer posts will be called for interviews shortly.

The Board noted the Development Office's Report.





8. Procurement: Book Scanner

The Director presented a paper entitled 'Procurement: Book Scanner' on behalf of Ger Wilson, Head of Digital Collections. In line with the paper, the Director informed the Board that the evaluation of the tenders will be completed shortly and in order to progress the matter expediently, the Executive seeks the Board's approval to submit a request to the Board by email to approve the award of the contract. The Director answered a

query from the Board concerning the optimisation of the equipment's operation.

The Board agreed that the NLI can seek approval via email from the Board to procure a book scanner for digitisation.

9. Board Committee' Reports

9.1 Committee on Genealogy and Heraldry

In line with the Committee's terms of reference, the Chairperson of the Committee on Genealogy and Heraldry informed the Board that she, the Chairman and Director met on 13 September 2019 to review the Committee with reference to the recent external review of the effectiveness of the Committee. The Committee Chairperson notified the Board that the next meeting of the Genealogy and Heraldry Committee is scheduled to take place on 25 September 2019.

The Board noted the three year review of the Committee on Genealogy and Heraldry had been undertaken by the Committee Chairperson, the Chairman and the Director and that no fundamental amendments were proposed to the operation of the Committee. The Board also noted the date of the next meeting of the Committee on Genealogy and Heraldry.

9.2 Readers' Advisory Committee

In the absence of the Chairperson of the Readers' Advisory Committee, a Committee member informed the Board that the Committee at its meeting on 26 July 2019 discussed a range of topics including off-site access to NLI subscribed resources; the Committee's terms of reference; collaboration with public libraries; and regional outreach.

The Board noted the briefing on the Readers' Advisory Committee meeting of 26 July 2019.

9.3 Audit and Risk Committee

In the absence of the Chairperson of the Audit and Risk Committee, a Committee member highlighted two sections of the report on the Committee meeting of 3 September 2019: (i) updated corporate risk register and (ii) the letter from the external auditors.

The Board noted the Audit and Risk Committee report of its meeting of 3 September 2019 and the approved minutes of the Committee meeting of 17 May 2019.

10. AOB

10.1 Condolence

The Board noted with regret the death of Brendan O'Donoghue, former Director of the National Library of Ireland. The Chairman advised the Board that he and the Director attended the funeral.

10.2 NLI Charity Registration

The relevant Board members signed the Charity Trustee Declaration to accompany the NLI's application for registration under section 39 of the Charities Act 2009, and returned the signed forms to the Secretary.

11. Next meeting

The Board noted that the next meeting of the Board is scheduled to take place on Thursday 17 October 2019 at 11.00am.

The Chairman closed the meeting.