

## Minutes of the Meeting of the Board of the National Library of Ireland

Thursday 24<sup>th</sup> April 2025 at 11.00am

**Hybrid meeting: Boardroom, National Library of Ireland,  
4 Kildare Street, Dublin 2, D02 A322 and video conferencing (VC)**

<b>Board</b>	<p><b>Present:</b></p> <ul style="list-style-type: none"> <li>- Eoin McVey, Chairperson</li> <li>- Prof Ciarán Ó hÓgartaigh, Deputy Chairperson (VC)</li> <li>- Dr Marie Bourke (VC)</li> <li>- Liz Coffey (1-14)</li> <li>- Michael Diviney</li> <li>- Lisa Grimm</li> <li>- Prof Kalpana Shankar</li> <li>- Caitriona Sharkey (VC)</li> <li>- Genevieve Wyeth</li> </ul> <p><b>Apologies:</b></p> <ul style="list-style-type: none"> <li>- Dr Brian Lang</li> <li>- John Grenham</li> <li>- Lorelei Harris</li> </ul>
<b>Executive</b>	<p><b>In attendance:</b></p> <ul style="list-style-type: none"> <li>- Dr Audrey Whitty, Director (1-14)</li> <li>- Orla Sweeney, Board Secretary (1-14)</li> <li>- Dr Sinéad McCoole, Head of Exhibitions, Learning and Programming (5)</li> <li>- Brian O'Donnell, Deputy Director-Head of Estates (9)</li> <li>- Kathleen Ruane, Head of Finance and Chief Risk Officer (CRO) (9-11)</li> </ul>
<p><b>Note:</b> All Board members were present for the full duration of the meeting unless otherwise stated. (1-14) above, for example, denotes where a Board/staff member was not in attendance for the full duration, but in attendance for the identified item/s of the minutes.</p>	

## 1. Interests and procedural matters

Liz Coffey, Head of Communications and Development, attended her first Board meeting as the newly appointed staff nominee on the Board.

**The Board meeting was quorate. The Board adopted the agenda and no conflicts of interests were declared.**

Note: All Board papers were circulated in advance of the Board meeting. The Board received *100 poems* and *Death of a Naturalist* by Seamus Heaney to coincide with a private tour of the Seamus Heaney: Listen Now Again exhibition. A copy of the presentation provided under Item 5 was emailed to the Board after the meeting. All papers were taken as read.

## 2. Draft minutes of the Board meetings and their publication

**The Board approved the draft minutes of the Board meetings of 12<sup>th</sup> December 2024 and 27<sup>th</sup> February 2025, subject to an amendment to the latter minutes. The Board also approved the publication of the said minutes with redactions, where applicable.**

**The Board noted the Chairperson's advice that he will review the redactions of the approved minutes of 29<sup>th</sup> February to 24<sup>th</sup> October 2024 in response to a recent Freedom of Information request and the outcome of this review will be submitted to the Board for its next meeting.**

## 3. Matters arising

The Director outlined the Board paper and verbally briefed the Board on related matters.

**The Board noted the matters arising including one Board member's dissatisfaction with the quantity and duration of the open actions.**

## 4. Executive Report

The Director outlined the Board paper and verbally briefed the Board on related matters. The Director responded to queries from the Board on (i) potential collaboration opportunities with peer institutions in eastern Europe; the proposed online availability of the 'Legacy in the Library'

series; the new Director of the Museum of Literature Ireland (MoLI); and the Executive's recent visit to the British Library, Boston Spa.

**The Board noted and discussed the Executive's Report of 24<sup>th</sup> April 2025.**

## **5. Exhibitions, Learning & Programming, 3-year plan**

The Head of Exhibitions, Learning and Programming (ELP) delivered a presentation looking at ELP from 2025-2028 and responded to queries from the Board concerning vision, the Capital Development Project and regional outreach.

**The Board noted and discussed the Head of Exhibitions, Learning and Programming's presentation.**

## **6. Board Committees**

### **6.1 Audit and Risk Committee**

#### **6.1.1 Report of 8<sup>th</sup> April 2025**

The Deputy Chairperson of the Board in his role as Chair of the Audit and Risk Committee outlined the Board paper.

The Chairperson of the Board briefed the Board on Budget 2025 and the Board discussed same.

**The Board noted the report to the Board on the Audit and Risk Committee meeting of 8<sup>th</sup> April 2025. The Board noted and discussed the Chairperson's briefing concerning Budget 2025.**

#### **6.1.2 Minutes of 17<sup>th</sup> February 2025**

**The Board noted the approved minutes of the Audit and Risk Committee meeting of 17<sup>th</sup> February 2025.**

#### **6.1.3 Terms of Reference**

**The Board reviewed the Committee's Terms of Reference and approved the proposed revisions. The**

**Board noted the Committee's advice to the Board, subject to a minor amendment, on the compatibility of the Committee's Terms of Reference with the Code of Practice for the Governance of State Bodies.**

**6.2 Committee on Genealogy and Heraldry**

As the apologies of the Committee Chair were noted for the Board meeting, the Director in her role as an ex-officio Committee member, verbally briefed the Board on the Committee meeting of 3<sup>rd</sup> March 2025.

**The Board noted the verbal briefing concerning the Committee on Genealogy and Heraldry meeting of 3<sup>rd</sup> March 2025.**

**6.3 Readers Advisory Committee: Report of 8<sup>th</sup> April 2025 and Minutes of 5<sup>th</sup> February 2025**

As the apologies of the Committee Chair were noted for the Board meeting, a fellow Board-Committee member verbally briefed the Board on the Committee meeting of 8<sup>th</sup> April 2025.

**The Board noted the verbal briefing concerning the Readers Advisory Committee of 8<sup>th</sup> April 2025.**

**7. Oversight Agreement 2025**

**The Board considered and approved the draft Oversight Agreement 2025 subject to the amendment of section 8.4 as detailed in the Board paper.**

**8. Human Resources:** [REDACTED]

As the apologies of the Head of HR were noted for the Board meeting, the Director outlined the Board paper.

[REDACTED]

**The Board agreed an agenda item for the next Board meeting.**

## 9. Capital Development Project: Gov & Ops arrangements

The Head of Finance-CRO outlined the Board paper. The Deputy Director-Head of Estates provided a verbal update on the Project in general.

**The Board noted and discussed the update on the financial procedures under the Capital Development Project's Gov & Ops arrangements. The Board noted the verbal briefing on the Project in general.**

## 10. Finance

### 10.1 Management Accounts for year to 28<sup>th</sup> February 2025 and Budget 2025 update

The Head of Finance-CRO outlined the Board paper. The Chairperson advised the Head of Finance-CRO that the Board discussed Budget 2025 under Item 6.1.1.

**The Board discussed and approved the Management Accounts for the year to 28<sup>th</sup> February 2025.**

### 10.2 Credit Card Policy

The Head of Finance-CRO outlined the Board paper and responded to queries from the Board on the limits applied to the credit cards; the purchases, on behalf of the NLI charged to the credit card in the name of the Head of Finance; the Chairperson's oversight of the charges to the credit card in the name of the Director.

**The Board approved the draft Credit Card Policy (NLI-PRV5-08).**

### 10.3 Procurement Policy for Goods and Service

The Head of Finance-CRO outlined the Board paper and responded to a query from the Board on reporting to the Board on contracts awarded over €25,000.

**The Board noted the updated Procurement Policy for Goods and Services (FIN-PO-01, Version 3)**

**11. Risk Management: CRO Report**

The Head of Finance-CRO verbally briefed the Board on the risk incident as outlined in the ARC Report of 8<sup>th</sup> April 2025 (Item 6.1.1); the risk posed by underfunding; and a review of the Corporate Risk Register is underway.

**The Board noted the CRO's verbal briefing on risk management.**

**12. Board & ICT**

**The Board discussed the Board paper. The Board considered and approved the transition from June 2025 for the Board and its Committees, on a trial basis, from Zoom to Microsoft Teams and from Hightail to Microsoft SharePoint.**

**13. AOB**

There was no other business.

**14. Next Board meeting: Thursday 26th June 2025, 10.00am (hybrid)**

**The Board noted the draft itinerary for 25<sup>th</sup> and 26th June 2025, and the Board Secretary will issue a survey to the members to assist her with the preparations.**

**15. Time alone**

**The Board approved the Director's goals for 2025. It also appraised the Director's performance in 2024 and was unanimously complimentary of that performance.**

**The Chairperson closed the meeting.**