



COUNCIL
Thursday, 8 December 2022
1.30 pm
In Burlington House and via Zoom

Prof. Martin Millett, President, in the Chair

Present: Mr Stephen Dunmore, Treasurer
Dr John Cooper, Director
Prof. Roey Sweet, Vice-President
Prof. John Hines, Vice-President
Dr Tim Schroder
Dr Bob Bewley
Dr Emily Cole
Dr Ann McSween
Prof. Simon Kaner
Ms Nathalie Cohen
Ms Victoria Bryant

In attendance: Mr Andrew Macdonald, General Secretary
Ms Katy Drake, Head of Finance and Resources
Ms Dunia Garcia-Ontiveros, Head of Library and Museum Collections
Dr Linda Grant, Governance Manager
Mr Dominic Wallis, Head of Development
Mr Robert Jones

Apologies: Heather Sebire

48/22 Declarations of Conflicts of Interest

Dr Bob Bewley noted his interest in the discussion on De Cardi Major Awards.

49/22 Strategic Review

Robert Jones presented slides of where the strategic review had got to date. There was an initial response from trustees with a separate additional Council meeting organised for 26 January 2023 to discuss the vision in detail. Stage 2 will inform the 2023-4 budget. It was agreed that the slides should be circulated after the meeting.

[Robert Jones left the meeting at 2.15 pm]

50/22 Minutes and Matters arising

The minutes of the Council Meeting of 27 October 2022, having been circulated, were approved and signed, subject to the correction of HLF to NLHF [done, post meeting].

Matters arising:

[37/22] The Gen. Sec. to follow up when the Publications Manager is back from leave.

[36/22] The Gen. Sec. has not actioned any expansion of the de Cardi fund remit and it was agreed to wait until after the launch of the Major Awards for January 2024 application deadline.

[23/22] The President noted that the motion to amend Order 3 had been passed by Fellowship vote on 1 December 2022.

51/22 EDWG - Update

- i) An EDI policy document and update on the EDWG report having been circulated, the EDI Policy was approved.
- ii) Council noted progress on the EDWG report and recommendations to date. JC suggested that the language used should reflect the Society's and Council's active engagement with EDI issues rather than passive 'monitoring', and suggested that trustees, Fellows and staff should be encouraged and free to ask 'awkward' questions about all Society activities and objects.
- iii) Council agreed that a Steering Group would be set up to progress the recommendations of the EDWG report, with an annual report to Council. Dr Tim Schroder volunteered to sit on this Steering Group. **ACTION: Gen. Sec.**
- iv) It was recognised that the Caribbean Literature conference organised in October 2022 by LG/JH had brought in a new, diverse, engaged and forward-looking audience to BH.

52/22 CONFIDENTIAL - Lease Update

[REDACTED]

53/22 Management Accounts - Q3

Q3 Management Accounts having been recommended by Finance Committee and circulated in advance, the Treasurer and HoF talked through the highlights as recorded in Finance Committee minutes of 1 December 2022. The Management Accounts were approved by Council.

54/22 Operational Plan – Q3 Progress Update

The Q3 operational plan having been previously circulated, the Gen. Sec. reported highlights:

- i) KM first re-open season had been successful and KM is now closed for the winter.
- ii) DW has started fundraising for the conservation of the Samson tapestries.
- iii) Room hire income has recovered and is above target: Jola was congratulated by Council.
- iv) Work will start on databases and an accounts system.
- v) The Affiliates Scheme is above target.
- vi) The President thanked Prof. Simon Kaner and Dr Sadie Watson for their work on the Manifesto conference.
- vii) The President noted the Caribbean Literature conference as a landmark event with the Society doing something different. JH noted the possibility of a follow-up event.
- viii) JH noted a Ukraine seminar being organised for February 2023.
- ix) The Gen. Sec. noted that KM need a new website and that £5k has been ring-fenced.

55/22 Risk Register

The Gen. Sec. apologised for the late circulation of the Risk Register and suggested that any questions or comments be sent to him by email.

56/22 Grants and Donations Policy

i) A Grants and Donations Policy paper having been circulated, was approved by Council.

[REDACTED]

57/22 Council

i) The Treasurer reported that he would be standing down at the end of his second term at the Anniversary Meeting in April 2023. Dr Carol Bell had agreed to be nominated, and it was noted that we would also be seeking nominations for two ordinary members of Council to replace Nathalie Cohen and John Hines.

ii) The Gen. Sec. reported on plans to merge the KM Committee and Project Board, both of which will meet on the same day, four times a year. Council approved the suggestion.

58/22 Medals

i) The President requested than any nominations for the Society Medal be sent to him by email. He also clarified that the Society medal should be awarded for voluntary work taken up on the Society's behalf by a Fellow. A note would also be circulated in SALON calling for nominations. The Gold Medal is awarded once in a Presidential term for major contributions to the field.

[REDACTED]

59/22 Committee Minutes

i) Research Committee:

- The proposals for the De Cardi Major Awards were approved.
- Council noted and regretted the absence of Trustees attending the Caribbean Literature conference.

ii) Finance Committee:

- Council approved the appointment of Gill Hey.
- It was noted that there would be a 'beauty parade' of investment advisors and auditors in 2023.

60/22 Nominations, resignations, amovals and deaths of Fellows

The Gen. Sec. reported that since the last meeting of Council (27 October 2022) there had been 7 Fellows deceased, 13 resignations, 23 amoved, and 35 newly elected so the total Fellowship was 3,069 (down marginally from 3,078). There were 246 affiliates.

61/22 Health & Safety

Nothing to report.

62/22 Ethical Conduct Board

Nothing to report.

63/22 AOB

Council approved the loan request of the Winton Domesday.

There being no further business, the meeting closed at 3.40 pm.

Martin Millett, President
Linda Grant, Governance Manager

December 2022