

## AGENDA

### 272<sup>nd</sup> Meeting of the Marine Institute Board to be held at 10.00am on 28<sup>th</sup> January 2020 in the Marine Institute, Rinville, Oranmore

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**10.00am – 10.30am:** Pre-Board Meeting of Non-Executive Directors

**10.45am – 1.00pm**

1. Declaration of Conflicts of Interest
2. Minutes of the Previous Meeting
3. Matters Arising
4. Apologies
5. CEO Update
6. Financial
  - 6.1. Financial Statement for the Year Ended 31<sup>st</sup> December 2019 and Review of 2019 and Priorities for 2020.
  - 6.2. Specific Items for Approval
    - 6.2.1. Supply of Desktop and Notebook Computers
    - 6.2.2. ESRI Licencing Agreement
    - 6.2.3. Survey Contractors 2020
    - 6.2.4. Oranmore Catering Services Contract
    - 6.2.5. Economic Analysis Services
    - 6.2.6. Construction of Newport Storage Facility
    - 6.2.7. Resource Efficiency Action Plan 2019-2021 & Sustainability Statement
    - 6.2.8. Additional spend to reduce the carbon footprint of Ireland's new Research Vessel
    - 6.2.9. Fixed Assets Policy
  - 6.3. Financial Updates
    - 6.3.1. 30K – 50K Expenditure Items
7. Audit and Risk
  - 7.1. Minutes from Previous ARC Meeting
  - 7.2. Audit and Risk Committee Update from ARC Meeting of 28<sup>th</sup> January 2020
  - 7.3. Risk Management Quarterly Report and Risk Register
8. Health & Safety Annual Report (Catherine Johnston, HR Manager)
9. Service Area Presentation - Marine Environment and Food Safety Services (Joe Silke)
10. Board Effectiveness Evaluation Update (Board Secretary)
11. Brexit
12. Industry Update
13. AOB
14. Date & Location of Next Meeting - 25<sup>th</sup> February 2019