

APM Board Meeting Summary

25 Sept 2023

Please note this is a summary for publication purposes and not the formal Board minutes.

- Success stories were noted, including a hugely successful and well-received WiPM conference. The Board had held a tour of MTC in advance of the meeting which had been very interesting. Yetunde Adeshile was congratulated on winning a national diversity award.
- Minutes from the previous meeting were considered and approved. Actions were noted.
- An update on Diversity, Equality, Inclusion and Belonging (DEIB) was welcomed. APM's external and internal focuses and actions were noted.
- APM's carbon reduction plan to move closer to net zero was noted. An external audit and recommendations had been received; the work underway and planned was welcomed.
- A strategic, early options paper on collaborating with other membership bodies was explored. Success criteria for pursuing any initiative would be developed.
- The Board noted the Chief Executive's report. This set out key successes, issues, activities and risks from across the business. The Board also noted and reviewed the business performance report; this included financial metrics as well as performance against KPIs.
- The Risk Management report was noted; this set out updates to the corporate risk register. The triennial review of risk governance was held with processes confirmed as appropriate. The risk appetite was endorsed and an updated risk policy approved.
- An update on the project to replace APM's customer and relationship management database (CRM) was noted.
- The Board approved revised financial delegations. A governance report was also reviewed which discussed: options to refine delegations to committees and staff; an update on trustee elections; updates on the appointment of a trustee and the President; new Regulations on volunteering; appointment of a volunteers' champion and the Board agenda plan.
- New criteria and an updated process for the Outstanding Achievement Award were approved, along with changes to the Board's Nominations Panel.
- Reports from committee chairs and board champions were noted. This included the latest on the volunteering review.
- A review of the meeting was held and the date of the next meeting noted.

Appendix 1 – Board Meeting Attendance Record 2023

NAME	PRESENT	OUT OF
Yetunde Adeshile	5	5
Jon Broome	5	5
Emma Carroll-Walsh	5	5
Bel French	5	5
Sorrel Gilbert	5	5
Milla Mazilu	5	5
Charles Mills	5	5
Amy Morley	1	2
Sue Simmonite	4	5
Sheilina Somani	5	5
Karen Whelan	4	5
Ian Williams	5	5