Association for Project Management

Board Meeting Summary – Nov 2020

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

* The Board welcomed the [three trustees successful](https://www.apm.org.uk/news/new-members-join-apm-s-board-of-trustees/) in the recent election for the Board: Karen Whelan, Jon Broome and Charles Mills.
* Success stories were noted, including a very good attendance at the 2020 Annual General Meeting which had been held online for the first time. The agenda and detail provided had been very informative. The record turnout in the trustee elections was also pleasing and reflected good member engagement.
* A session was held to review and agree the approach and scope for agreeing an update to the corporate strategy. This was agreed, along with a discussion on the existing and required research to support the process.
* A presentation on the performance of the investment fund was received from APM’s fund managers. There had been a recovery in the value of funds and long-term performance remained above target.
* The Board noted the Chief Executive’s report. This set out key issues, activities and performance monitoring from across the business.
* The Board noted the business performance report and updated financial metrics. Performance against KPIs was on track. Income had continued to recover slowly following previous falls due to the pandemic. Forecasts continued to be refreshed regularly and there had been a small decrease in the expected deficit.
* The risk management update report was noted and a revised policy approved. This reflected changes in practice recently agreed by the Board.
* The annual membership fee review was held and approved. [Prices to be announced separately].
* An update to the membership standard was approved. This added a new shortened route to full membership (MAPM) for those who have undertaken bachelor and masters degrees from Higher Education Institutes with APM academic accreditation.
* The Board noted the election results for trustee positions and the [success achieved in the first fully online ballot](https://www.apm.org.uk/news/online-agm-and-board-election-achieves-record-breaking-results/). There had been a record turnout and reduced cost and carbon emissions.
* Reports from Committee Chairs and Board champions were received, discussed and noted as was the agenda plan of forthcoming business.
* Dates of future meetings were noted and a review of the meeting was held.

**Appendix 1 – Board Meeting Attendance Record 2020**

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| NAME | PRESENT | OUT OF |
| Jon Broome | 9 | 9 |
| Paul Chapman | 5 | 5 |
| Stuart Forsyth | 9 | 9 |
| Sorrel Gilbert | 9 | 9 |
| Alistair Godbold | 8 | 8 |
| Debbie Lewis | 9 | 9 |
| Charles Mills | 1 | 1 |
| John McGlynn | 7 | 7 |
| Milla Mazilu | 7 | 9 |
| Amy Morley | 8 | 8 |
| Mike Wallace | 6 | 9 |
| Karen Whelan | 1 | 1 |
| Ian Williams | 9 | 9 |