Association for Project Management

Board Meeting Summary – September 2022

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

* A training and awareness raising session was held for trustees on Equality, Diversity and Inclusion.
* The Board elected a new Chair. Milla Mazilu was appointed to the role until May 2024. <https://www.apm.org.uk/news/milla-mazilu-named-new-chair-of-apm/>
* Minutes and actions from the previous meeting were considered and approved.
* The Board welcomed an update on APM’s digital strategy, noting the improvements in hand.
* A refreshed investment policy was reviewed and approved. This included revised instructions to APM’s investment managers to favour funds with strong ESG credentials where this did not impact returns.
* The Board noted the Chief Executive’s report. This set out key successes, issues, activities and risks from across the business.
* The Board noted the business performance report; this included financial metrics as well as performance against KPIs. Overall performance was ahead of budget, due in part to cost savings and timing issues. Income was close to budget.
* An update on APM’s action plan for equality, diversity and inclusion issues was reviewed and noted.
* The risk management report was noted, including updates to the corporate risk register.
* Trustees commenced their annual board evaluation; this was framed around a review of APM’s performance against the charity governance code. The first two principles were assessed.
* A governance report coving updates on the APM board elections, governance action plan and forthcoming annual general meeting was received.
* Reports from committee chairs and board champions were noted. This included an update on the launch of APM’s new brand, which trustees were excited and pleased to welcome.
* Trustees warmly expressed their appreciation for the excellent work and leadership of the departing Chair, Debbie Lewis. Debbie would be maintaining close links with APM and would continue to chair the Board’s PS&K Committee.

**Appendix 1 – Board Meeting Attendance Record 2022**

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| --- | --- | --- |
| NAME | PRESENT | OUT OF |
| Yetunde Adeshile | 4 | 5 |
| Jon Broome | 4 | 5 |
| Emma Carroll-Walsh | 4 | 5 |
| Sorrel Gilbert | 4 | 5 |
| Debbie Lewis | 5 | 5 |
| Milla Mazilu | 4 | 5 |
| Charles Mills | 5 | 5 |
| Amy Morley | 4 | 5 |
| Sue Simmonite | 4 | 5 |
| Karen Whelan | 4 | 5 |
| Ian Williams | 5 | 5 |