

APM Board Meeting Summary

23 September 2024

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

- Trustees welcomed an awareness raising session on artificial intelligence. A follow up session on APM's response to the technology would be arranged.
- A facilitated strategic horizon scanning exercise was held.
- Success stories were noted, including the creation of new APM lapel badges which had already prompted engagement opportunities. The Chair noted that APM's governance and support to the Board benchmarked well against others. She would be taking on a leading role for the large charity network of the Association of Chairs.
- Minutes from the previous meeting were noted and approved. Updates on previous actions were noted.
- The Board noted the Chief Executive's report. This set out key successes, issues, activities and risks from across the business.
- The Board noted and reviewed the business performance report; this included financial metrics as well as performance against KPIs. A routine budget approval was agreed.
- The Risk Management report was noted; this set out updates to the corporate risk register and emerging risks.
- On governance matters: the Board noted an update on the forthcoming trustee elections; agreed to offer the appointment of a new Vice President; agreed the appointment of a contractor for the 2025 external Board evaluation; agreed the 2024 AGM business; appointed a committee member and noted the agenda plan. Trustees also approved a new eligibility criteria for trustees first elected from 2025. This would stipulate that trustees must not hold remunerated roles with APM.
- An update on APM's project to replace its CRM database was received.
- An update on APM's contribution to the United Nations Sustainable Development Goals was received and welcomed. A further update on progress was scheduled.
- Minutes and reports from committee chairs and board champions were noted. Some champion vacancies were discussed and approved.
- A review of the meeting was held and the date of the next meeting noted.
- The Board warmly thanked Emma Carroll-Walsh and Sorrel Gilbert for their excellent service as trustees; both were standing down at the November AGM at the end of their terms of office.

Appendix 1 – Board Meeting Attendance Record 2024

NAME	PRESENT	OUT OF
Yetunde Adeshile	3	4
Emma Carroll-Walsh	5	5
David Cox	5	5
Bel French	5	5
Sorrel Gilbert	5	5
Marta Marjan	5	5
Milla Mazilu	5	5
Amy Morley	4	5
Michelle Richmond	4	5
Sue Simmonite	3	5
Sheilina Somani	5	5
Jenny Storry	5	5
Ian Williams	4	5
James White	5	5