



INSTITUTE OF MANAGEMENT SERVICES

Minutes of the Council of Management meeting held on Friday 10th June 2022
at 10:30 am via Teams

		Action
CM2338	Chair's Introductions AM welcomed everyone, and formally thanked Bertie Hart (from Cygnul) for his contribution to IMS. It was requested by Cygnul that the meeting be recorded to assist with the minute taking.	
CM2339	Attendance Record Dr A Muir (Chair & Treasurer) (AM), Mr D Blanchflower (Deputy Chair) (DB), Mr Richard Taylor (RT), Mr Mostyn Lewis (ML), Mr Ken Gamble (KG), Mr Chris Elkington (CE), Mr Ian Bromley (IB) In Attendance Ms L McGain (LM), Ms K York (KY)	
CM2340	Apologies For Absence None	
CM2341	Matters Arising and Acceptance of Previous Minutes Discussion took place about the current situation with the hosting of the website and emails and it was agreed that IMS would request a refund from the 'new' hosting provider, until clarity was established as to the situation with the current provider Minutes accepted – Proposer ML Seconded KG	LM
CM2342	Chair/Treasurers Report (AM) Treasurers Report (circulated before the meeting) <ul style="list-style-type: none">• Constructive meeting with the auditors.• P&L year on year comparisons highlight any anomalies• Scott Grant training provides majority of income• Meeting with Cygnul to be arranged• Reserves – DB explained that it was an overview of the last 20 years Update on BS3138 and BS 3375-5 (Report circulated before the meeting) Discussion around the process and highlighted the fact that the standards were removed without due process. Suggestion about liaising with Productivity Institute in Manchester. AM to continue to progress it with BSI and Productivity Institute in Manchester Mileage Allowance for Council Members. It was agreed to re-instate 45p per mile backdated to 1 April 2022 RT proposed for all IMS related travel (Council & Cygnul) to 45p per mile, seconded by DB	AM DB RT
CM2343	Council Positions and Trustees (DB) Report circulated before the meeting. <ul style="list-style-type: none">• Website – no-one on Council has responsibility for website. Need guidance on how to move it. KG suggested asking the membership if there is anyone who would be able to help.• Company Secretary – currently don't have one. AM asked CE if he was willing to take on this role. CE willing to look at the possibility in September• As a Council member you are expected to take on responsibility, it enables IMS to grow and develop in other areas.• AM mentioned that Council should look at succession• RT to follow up with possible new Council member	AM LM RT

CM2344	IMS Office at Lichfield Business Village RT has worked on a report which will be circulated to the Council. RT felt that there were a lot more factors other than cost to take into consideration and that is reflected in his report. RT, AM & DB to progress this	RT AM DB
CM2345	Reports Reports circulated before the meeting Deputy Chair's Report (DB) Regional structure (see report), had communication with regions. Overall feeling is that the structure is outdated. Close regions but look to organise regular Webinars for members (as an example), definitely worth exploring. Actions <ul style="list-style-type: none"> • Monies from Regional accounts to main account • Progress Webinar idea. • Email newsletter re webinar and website development. Membership (RT) Almost back up to pre-Covid levels. Main numbers via Scott Grant Training Education (IB) Re-iterated that numbers are picking up post Covid. Highlighted that IMS qualifications are regarded as prestigious, especially with overseas students. TSP exam process – special newsletter sent to membership requesting application for examiners. 5 applications only 1 was suitable. Annual rating cards reminds people of the relevance of IMS throughout their career. Media Journal – makes our name known internationally – represented by the fact that we have contributors from all over the world.	LM DB
CM2346	Cygnul (Update on Service Provision) Report circulated before the meeting Meeting to be arranged with Cygnul	AM RB RT
CM2347	Date of Next Council Meeting and Arrangements for AGM AGM reports from AM, RT, C C-T. DB suggested maximum meeting length of 45 minutes. ML to stand down at AGM. Final accounts to be approved via email round robin then links in September Journal and Newsletter. Next Council meeting Friday 9 th September 10 am via Teams.	
CM2348	Any Other Competent Business KG working on draft policies and guidance and will circulate to Council. ML mentioned that IMS should also have Environmental and Equality & Diversity policies	KG
CM2349	Chairman's Closing Remarks The Chairman thanked everyone for attending the meeting.	

Distribution: Andrew Muir
David Blanchflower
Richard Taylor
Mostyn Lewis
Ian Bromley
Ken Gamble
Chris Elkington