

INSTITUTE OF MANAGEMENT SERVICES

MINUTES of the Council of Management meeting held on Thursday 1st July 2021 at 10.30 am using the electronic platform ClickMeeting .

Present: Dr A Muir - Chairman
Mr D Blanchflower - Treasurer
Mr M Lewis - Company Secretary
Mr R Taylor
Mr I Bromley

Apologies: Mr S Tate

Minutes

CM2272 Chairman's Introduction

The Chairman welcomed everyone to the meeting.

CM2273 Attendance

The names of those who had linked in to the meeting were recorded.

CM2274 Apologies for Absence

Mr S Tate.

CM2275 Acceptance of the Previous Minutes

The Chairman asked if the Council minutes dated 30th April 2021 be accepted as a true record. After discussion it was agreed that all the action points had been completed and the minutes were approved. Proposed by Mr I Bromley and seconded by Mr D Blanchflower. The Chairman signed the minutes.

CM2276 Matters Arising from the Minutes (CM2267)

The Chairman advised that he had telephoned Mr S Tate with regard to his attendance at Council (Mr S Tate last attended in October 2019). After a long discussion Council concluded that the **Chairman** should write to him and ask him to relinquish his positions' as Deputy Chairman and Chair of Education. This would not, however, affect his appointment as an IMS external examiner.

CM2277 Financial Report

Mr D Blanchflower had circulated prior to the meeting: a Balance Sheet (as at 31 May 2021), a Profit and Loss statement (for 5 months ending 31st May 2021) and a combined report (which covered Treasurer's update, website review, the journal and its content, an administration summary, and details of the AGM). See reports attached.

Considerable discussion took place on all of these issues and the outcome of a number are minuted below.

CM2278 Accommodation

Mr R Taylor had received feedback from the two potential service providers to the supplementary questions that had been sent to them. He gave a brief outline

of the information he had received, but it was concluded that this was insufficient detail for a decision to be made as to whom to appoint. **Mr R Taylor** would get back to the service providers to request further details.

CM2279 **Membership**

The Chair of Membership had submitted a report prior to the meeting outlining the current situation with regard to member numbers, fees, membership type and grade template. (See Membership Report attached). The report was discussed in some detail and the recommendation that the various Membership/Upgrade fees be unchanged for 2021 was unanimously agreed.

CM2280 **Education Report**

Mr R Taylor had circulated a report prior to the meeting outlining the status of education from an education provider's perspective. (See Education Provider Report attached). He was pleased to report that the new names of IMS Measurement Practitioner and IMS Productivity Analyst, which have replaced the IMS Certificate, had been well received with no adverse comments to date. BS3138: 1992 & BS3375 Withdrawal – He also reported that the response from the British Standards Institute to the withdrawal of the standards had been disappointing and it was likely that a significant collective effort would be needed to have the standards reinstated. It was agreed that this would need to be discussed in detail by **Council** at a later date.

CM2281 **Media**

Mr D Blanchflower in his combined report outlined the current situation with the journal and said that he had received several complementary comments on the content and in particular, the tributes paid to HRH the Duke of Edinburgh. In terms of the Website he said that with the help of the Chair of Membership, he had updated the references to Membership and the IMS qualifications on the site.

With regard to the Newsletters he advised that he was still having problems with the link to the journal, but thinks he may have now resolved this.

CM2282 **Council Vacancies**

Mr R Taylor said that Mr Graham Baker had expressed an interest in coming on to Council but wasn't sure what sort of commitment was required. Council agreed that the filling of vacancies should be left until nearer the AGM.

CM2283 **Annual General Meeting**

It was agreed that this year's Annual General Meeting would be held as a virtual meeting on Friday 8th October 2021 at 10.30 am. This would be followed by a short meeting of the new Council.

CM2284 **Date of Next Meeting**

The date of the next meeting of Council to be arranged. The end of July was suggested and that the agenda should contain only one item – Admin Service Provider.

CM2285 **Any Other Competent Business**

Mr M Lewis, asked if all were aware that he was the new Company Secretary. Mr

D Blanchflower indicated that this was the case since May 2021 and that Companies House had been advised. In terms of the 2020 Draft Audit Report, Mr D Blanchflower said that as Company Secretary **Mr M Lewis** would have to contact the Auditors to ensure that the report was received by the due date.

Chairman's Closing Remarks

In closing the meeting, the Chairman thanked everyone for their contribution and support.

The meeting closed at 130pm

APM/Council Minutes 10th July 2021

Action required by Council/Council members where names are emboldened.