

INSTITUTE OF MANAGEMENT SERVICES

MINUTES of the Council of Management meeting held on Friday 20th November 2020 at 10.30am using the electronic platform, ZOOM.

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

Apologies: Mr S Tate

Minutes

CM2235 Chairman's Introduction

The Chairman welcomed everyone to the first ever Council meeting using Zoom.

CM2236 Attendance

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

CM2237 Apologies for Absence

Mr S Tate.

CM2238 Acceptance of the Previous Minutes

The Chairman asked if the Council minutes dated 6th March 2020 be accepted as a true record. It was proposed by Mr Ian Bromley and seconded by Mr M Lewis and unanimously agreed that the Council minutes be accepted. The Chair signed the minutes.

CM2239 Election of Officers

The Chairman suggested 3 options with regard to the list of officers giving due regard to the current lockdown and the continuing restrictions resulting from the coronavirus:

Option 1 – Retain the status quo.

Option 2 – Retain the status quo with some exceptions.

Option 3 – Consider each position individually.

It was unanimously agreed that under the circumstances Option 1 was the preferred option but that **Dr A Muir** contact Mr S Tate to ascertain if he was still happy to undertake the Deputy Chairman and Education roles.

In terms of the Fellowship Upgrading Panel **Mr Ian Bromley** will take over the position vacated following the death of Mr John Davies.

Dr A Muir will formally write to Professor Colin Coulson-Thomas to advise him that he has been re-elected IMS President.

CM2240 Admin Support and Accommodation

The issue of admin support and accommodation was discussed at great length. An outline of what had been considered thus far including: Accommodation at

Manchester Municipal University which had been visited by Mr D Blanchflower and Mr R Taylor (similar accommodation to the current Lichfield office); Worcester outsourcing organisation, Cygnul; Employ someone to replace Lynette at the Lichfield office; an outsourcing organisation in the Lichfield business village to work out of the IMS Lichfield office. **Mr R Taylor** will investigate these and report back by Friday 4th December 2020.

Mr D Blanchflower advised that he had received the new contract for the office in Lichfield. It is for 12 months but can be terminated giving 3 month notice. He asked Council to give him the authority to sign the document on behalf of the Institute. This was unanimously agreed.

CM2241 Council Vacancies

The Chairman raised the issue of the two Council vacancies due to the resignation of Mr M Towle and the death of Mr J Davies. After some discussion it was agreed that **Mr D Blanchflower** circulate these vacancies to the membership, outlining the contribution expected from being a member of Council, and to ask for notifications of interest.

Mr M Lewis left the meeting at this stage.

CM2242 Membership

Mr R Taylor, Chair of Membership, outlined the current situation with regard to the membership. He anticipated that despite the reduced training programme at Scott-Grant, due to the lockdown restrictions, there still could be an additional 30/40 members for the Institute. He also mentioned that Scott-Grant is currently considering remote courses. He concluded by highlighting the need to put in place a system for contacting those who are about to reach their 5 year associate term to renew their membership.

CM2243 Education

Mr S Tate, Chair of Education, had submitted a report covering both education and website development. (See attached)

CM2244 Financial Report

Mr D Blanchflower had submitted a report on the current financial position. He had also circulated several reports to Council members during the previous six months. (The report on the current financial position is attached)

CM2245 Date of next Meeting

To be notified.

Chairman's Closing Remarks

In closing the meeting, the Chairman thanked everyone for joining this first ever virtual meeting of Council and concluded by asking everyone to continue to take care and stay safe!

The meeting closed at 12.30pm

APM/Council Minutes November 2020

Action required by Council members where their names are emboldened.