

APM Board Meeting Summary

28 May 2024

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

- Trustees welcomed a training session and fund update from the investment manager.
- Milla Mazilu was appointed as Chair and trustee for a further year to May 2025. Sue Simmonite and Bel French were appointed as Deputy Chairs.
- Success stories were noted including: the new volunteer onboarding process, the launch of the Golden Thread research, planned new volunteer networks, recent events and a planned event on Artificial Intelligence.
- Minutes from the previous meeting were noted and approved. Updates on previous actions were noted.
- Trustees noted and welcomed the plans to generate a new narrative for the project profession. This would work alongside the existing strategy and brand to promote the value of project management to business leaders and others. Trustees welcomed the opportunity to engage on the draft content.
- The plans to update and better promote APM's content in the area of project controls was warmly welcomed. Options to proactively consider updates and content in other specialisms would be considered later in the year.
- 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.
- The Risk Management report was noted; this set out updates to the corporate risk register and emerging risks.
- An option for APM to invest in a collaborative business venture promoting the project profession was noted; this was at an early stage and further due diligence and consideration would take place.
- An update on APM's project to replace its CRM database was received.
- On governance matters, the Board approved a related party transaction; agreed that three vacancies be sought in the forthcoming trustee elections; reviewed the skills and experiences to be sought from candidates in that ballot; agreed that Dr Paul Chapman be appointed as Chair of the Research Advisory Group and noted the agenda plan.
- Minutes and reports from committee chairs and board champions were noted.
- A review of the meeting was held and the date of the next meeting noted.

Appendix 1 – Board Meeting Attendance Record 2024

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