Agenda

Council of Trustees & IAC Meeting

Thursday 26 November 2020; 13:30 GMT

Zoom Video Conference

|  |
| --- |
| To attend |
| **Name** | **Position** | **Initials** |
| Dato’ Radzak Malek | President | RM |
| Jan Steenberg | Honorary Secretary | JS |
| Rupert Nichols | Honorary Solicitor  | RN |
| David Pugh | Honorary Treasurer  | DP |
| Alan Jones | IVP | AJ |
| Jane Green | IVP | JG |
| Keith Newton | Secretary General | KN |
| Mike Pestereff | IAC Committee Member | MP |
| Tom Naylor | Interim Finance Director | TN |
| Agenda |
| **Number** | **Item** | **Lead** |
| **1.0** | **Welcome and Apologies** | RM |
| **2.0**2.1 | **Minutes of the COT meeting on Tuesday 13th October 2020.** Matters arising & approval of minutes | KNALL |
| **3.0**3.13.23.33.4 | **IAC Items**Year End Accounts & Audit / Annual Report statusOctober 2020 Accounts Risk RegisterInvestment Report | KN/TNKN / TNTNTN |
| **4.0**4.14.24.34.4 | **Governance & Administration**Trustee DeclarationsCountry Updates for Governance matters – South Africa, India, Zambia, Tanzania & new branch status in Philippines, Rwanda & Sierra LeoneMembership SLA with CILT HKBusiness Development Strategy | ALLKNKNJon Harris |
| **5.0**5.15.25.3  | **Join Up** Minutes & actions of the meetings of September 25th Leadership Meetings: Dialogue & Discussion & Differences DocumentCILT UK Nomination for International President Elect | AJ AJ / KNKN |
| **6.0** | **Any Other Business** |  |
| **7.0** | **Date of Next Meeting**Proposed programme for 2021 |  |
|  |  |  |
| Documents for Pre Read |
| **Item** | **Paper** | **Author** |
| 2.0 | Minutes of COT Meeting on October 13th 2020 | KN |
| 3.1 | Year End Accounts & Draft Annual Report | TN |
| 3.2 | October 2020 Accounts | TN |
| 3.3 | Risk Register | TN |
| 4.2 | Country Summary | KN |
| 4.3 | Membership SLA CILT Hong Kong | KN |
| 4.4 | Business Development Strategy Plan on Page | JH |
| 5.1 | Minutes of the Join Up meeting – 25/9 | AJ / JG |
| 5.2 | Differences Document | KN/AJ |
| 5.3 | CILT UK Nomination | KN/AJ |
| 7.0  | Meeting Schedule 2021 | KN |
|  |  |  |