

LISTENING POST AND ANNUAL GENERAL MEETING



Minutes of the Listening Post and Annual General Meeting of the Institute

held on Wednesday 23 September 2009 at 1.30pm at the Woburn House, 20 Tavistock Square, London WC1H 9HQ

PRESENT:

Sir David Howard CMI, President (Chairman)
Ruth Spellman OBE CMI, Chief Executive

22 Corporate Members

Listening Post

1. In introducing the session Sir David Howard, commented that the timing and location of the AGM was a departure from recent years, when the meeting had been held in conjunction with the National Convention. The Board of Trustees would assess how this change had been received, when planning for next year.
2. Ruth Spellman, Chief Executive of the Institute, presented a brief overview of the past year and looked at the Institute's longer term strategic vision:
 - 2.1 It had been a tough economic year which was challenging for the Institute which aimed to grow and 'raise its game'. There had been a number of highlights of 2008/2009 including:
 - o 23% increase in the number of Chartered Managers
 - o 6% increase in Membership
 - o Spontaneous awareness of the Institute had increased to 10%
 - o Developments in infrastructure, in particular on-line engagement
 - o Expansion of Institute qualifications across levels 2 to 8 of the National Qualifications Framework.
 - 2.2 Within a strong research agenda, of particular note was tangible evidence of the value of professional qualifications, to individuals and employers. This research evidence was now informing many of the Institute's promotional messages.
 - 2.3 The aim was to transform the landscape of management and leadership in the UK, by engaging more with employers, and helping individual members to perform in their job roles. The keywords were quality and professionalism. Strong links with the education sector were also fundamental to the Institute's strategy for management development.
 - 2.4 Future challenges included a focus on meeting member needs, recruiting new members through an enhanced value proposition, promoting the values of the Institute through a brand image and broadening the Institute's relationships with employers. There would also be a focus on staff and volunteer networks, both key Institute assets.
3. The President then opened the session to questions from the floor.

4. Institute and the Media

- 4.1 A question was raised on why the CIPD seemed to have a greater media presence than the CMI. Ruth Spellman commented that this was only a perceived presence, and the Institute had, in fact, in the last few months received greater sound bite coverage than the CIPD.
- 4.2 It was recognised that there was an opportunity to work in partnership with the CIPD and other professional bodies. Some of the more senior members of those professions who were in management positions could be attracted into CMI membership. There could also be mutual benefits, in particular in defining distinct 'territories' and areas of focus. For the Institute this would be on generic management issues; for the CIPD this was an HR focus.

5. Institute Image and Brand

- 5.1 A question was raised as to whether the CMI was considering wider merchandising opportunities in connection with its brand.
- 5.2 Ruth Spellman responded that the new brand of the CMI would be launched at the National Conference on 15 October. Merchandising opportunities to reinforce the brand would be considered thereafter.

Annual General Meeting

Introduction and quorum

1. Sir David Howard, President of the Institute, welcomed members to the meeting.
2. He confirmed that a quorum of seven Corporate Members was present.

Apologies

3. Apologies were formally recorded from Dr Christopher Clark, Danny Davis, Alan Downey, and Sir John Sunderland.

Notice of meeting

4. The notice of the meeting was taken as read.

Minutes of Annual General Meeting held on 10 October 2008

5. The minutes of the Annual General Meeting on 10 October 2008 were received and noted.

Reports and Financial Statements of the Institute for the year ended 31 March 2009

6. Peter Lewis of BDO Stoy Hayward LLP read to the meeting the abbreviated report of the Auditors on the financial statements of the Institute for the year to 31 March 2009.
7. Dr Derek Little, proposed, and Ian MacEachern seconded the Resolution:

THAT the Financial Statements of the Institute and the Report of the Board and the Auditors thereof in respect of the year ended 31 March 2009 be received, considered and adopted.
8. It was reported that a number of queries on the accounts had been raised from members. All of these queries had been addressed before the meeting. The Resolution was then put to the meeting and carried unanimously. The Chairman indicated that 99.6% of members voting by proxy had voted in favour of the resolution.

Re-appointment of auditors

9. Chris Kinsella proposed and Judy Craske seconded the Resolution:

THAT BDO Stoy Hayward LLP be re-appointed as Auditors of the Institute, to hold office from the conclusion of the meeting until the conclusion of the next Annual General Meeting, and that the Board be authorised to fix their remuneration.

10. The Resolution was put to the meeting and carried unanimously. The Chairman indicated that 96.4% of members voting by proxy had voted in favour of the resolution.

Results of elections to the Board

11. The President explained that there were a total of six elected seats on the Board, two being subject to election each year. The election had been contested by ballot and scrutinised by Electoral Reform Services and the members duly elected to the Board were Suzanne Andrade and Dr Derek Little. Both would serve 3 year terms.
12. The President congratulated the successful candidates and expressed thanks to all nominees who had put their names forward.

Concluding Remarks

13. The President acknowledged the contributions of Danny Davis and Alan Downey, members who were stepping down from the Board of Trustees after today's meeting. In their absence the two members were thanked by the President and by those present at the AGM.
14. With the Presidential term of office having been extended to two years, the President informed the meeting that he would serve for a further year. He then welcomed the fact that the Immediate Past President, Sir John Sunderland, had agreed to continue in his role as Chair of Nominations Committee for a further year.
15. The President then announced that at its meeting earlier in the day, the Board of Trustees on the recommendation of the Nominations Committee had appointed, as President Elect of the Institute, Terry Morgan CCMI, Chairman of CrossRail Ltd. Mr Morgan would take over the Presidency at the 2010 AGM.
16. In his closing remarks, the President thanked the Director Team for their continuing efforts. Ruth Spellman was specifically thanked for leading the Institute forward in the last year.
17. The President then drew the formal meeting to a close and thanked members for their attendance.

Corporate Members present:

Ralph Black	John Burgess*	Judy Craske*
Simon Dolph	Richard Eddowes	David Hattersley
Marianne Harris-Bridge	Anthony Howitt	Huw Hilditch-Roberts
Gail Jones	Chris Kinsella*	Dr Derek Little*
Anton Manickam	Ian MacEachern*	Bruce Minty
Charles Phillips	Hazel Prowse	Lynda Purser
Richard Spalding	Michael Walshaw	Tricia Williamson
Petra Wilton		

* Trustee of the Institute

In Attendance

Peter Lewis, BDO Stoy Hayward LLP
Matthew Beavan, Committee Secretary
Valerie Hamill, Institute Secretary