

# ICS Board of Trustees Meeting and Conticom-ICS Ltd Directors Meeting Agenda

**"Sunday 19 October 2014, 08:30 – 18:30"**

**Windsor Atlantica hotel, Rio de Janeiro, Brazil**

**Room: Saloon – Paraty A (1<sup>st</sup> Floor)**

**Trustees present:** Sender Herschorn (Chair), David Castro Diaz, Jacques Corcos, Katherine Moore, Sherif Mourad, Masayuki Takeda, Adrian Wagg

**Apologies:** Steinar Hunskaar, Alex Wang

**ICS Office staff present:** Avicia Burchill, Daniel Snowdon, Dominic Turner

\* For discussion

\*\* For decision

# Report attached

	<b>SUNDAY 19 OCTOBER 2014</b>	<b>Lead</b>		
	<b>N.B. Please take breakfast in the hotel before attending the Board meeting. Tea and coffee will be available upon arrival</b>			
1	Take Board photo		08:30	
2	Apologies for absence	SH	08:35	
3	Approval of Agenda**	SH	08:35	08:40
4	<p>Matters arising from Board Minutes, 11 January 2014</p> <p>Action points outstanding/to be raised: 173; 181; 194; 198; 207</p> <p>Action points incorporated in agenda: 196; 201; 203</p> <p>All other action points resolved</p> <p>-----</p> <p>Matters arising from Board Teleconference Minutes, 25 February to 9 September 2014</p> <p>Action points outstanding/to be raised: 209; 210</p> <p>All other action points resolved</p>		08:40	09:15
5	Approval of Board Minutes, 11 January 2014 ***	ALL	09:15	09:18
6	Approval of Board Minutes, 25 February 2014 ***	ALL	09:18	09:20
7	Approval of Board Minutes, 11 March 2014 ***	ALL	09:20	09:22
8	Approval of Board Minutes, 10 April 2014 ***	ALL	09:22	09:24
9	Approval of Board Minutes, 13 June 2014 ***	ALL	09:24	09:26
10	Approval of Board Minutes, 26 June 2014 ***	ALL	09:26	09:28
11	Approval of Board Minutes, 9 September 2014 ***	ALL	09:28	09:30
12	Summary of progress to date on Board actions ***	ALL	09:30	09:50
13	Decisions made on Board discussion forum ***	ALL	09:50	10:00
14	General Secretary report *	SH	10:00	10:15
15	<p>Finance Report of Treasurer</p> <p>a) Final Accounts for ICS 2013, Barcelona #*</p> <p>b) ICS and Conticom Annual Accounts, to 31 December 2013 #*</p> <p>c) Half year finance report for 2014 #*</p> <p>d) Early financial projections for 2015 – 2018 ***</p>	SM	10:15	11:00

	e) Investment: update and discussion *			
	f) Review of reserves policy *			
	g) Possible relocation of ICS office in Bristol *			
	h) Awards and Fellowship update and strategy (KM) #*			
	<b>BREAK</b>		11:00	11:15
	Finance items continued *	SM	11:15	11:45
16	Strategic plan: operational plans, general update, schedule for 2015 *	ALL	11:45	12:45
	<b>LUNCH</b>		12:45	13:15
17	Strategic Plan: Committee consultation progress and decisions # *	ALL	13:15	14:00
18	Preparation for ICS 2014 meetings and AGM: Town Hall meeting, Industry meetings *	SH	14:00	14:30
19	PCO bid presentation and discussion with AIM GROUP #*		14:30	15:30
20	PCO bid presentation and discussion with KENES INTL #*		15:30	16:30
	<b>BREAK</b>		16:30	16:45
21	PCO bids: Board discussion and decision **		16:45	17:15
22	Wiley Contract update *	SH	17:15	17:30
23	Disciplinary decision # **	SH	17:30	17:45
24	Scientific committee terms of reference, elected chairman and budget for 2015 review meeting # **	AW	17:45	18:10
25	Charity registration at the annual meeting # **		18:10	18:15
26	Any other business *	ALL	18:15	18:30
	<b>Date of next Board meetings:</b> <ul style="list-style-type: none"> <li>• <b>Friday 24 October 2014</b></li> <li>• <b>Friday 23 or Saturday 24 January 2015</b></li> </ul>			