



**Minutes of the Management Committee meeting
held on Tuesday 15th January 2019 at UKAS
at
UKAS, 2 Pine Trees, Chertsey Lane, Staines-upon- Thames, TW18 3HR**

Members present:

Mr Steve Russell	NQA – Chairman
Mr James Gibb	Advanced Certification

In attendance:

Mr Wayne Terry	Chief Executive
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1.0 Apologies for absence

Apologies were received from Wayne Thomas (SIRA/CSA) and Ms Nonn Reynolds (BSI)

2.0 Minutes of last meeting held on 4 June 2018

The minutes were agreed as a true record.

3.0 Matters arising not covered elsewhere in the agenda

3.1 Non Quorate

Due to the absence of two members of the committee the meeting was not quorate.

The meeting went through the informative items within the CEO's report but had to delay any decisions until quorate. It was agreed to set up an extraordinary video conference to discuss 2019/20 budget and potential change of ABC/B logo,

ACTION: Wayne Terry

4.0 Chief Executive's report

4.1 Management accounts – December 2018

Referred.

4.2 2019/2020 budget

Referred.

4.3 EFAC meeting – 10 December 2018

Referred.

5.0 Future strategy

Wayne Terry gave a presentation on the future strategy for the Association, including a proposal to change the ABCB logo as part of a rebranding exercise that will spearhead a member recruitment campaign.

Decision referred.

5.0 Any other business

No AOB reported.

6.0 Date of next meeting

Extraordinary meeting via video conference 2pm 14th February 2019.