

BOARD MEETING REPORT JUNE 2016

The following report is a summary of discussions and decisions made at the Icon Board of Trustees meeting on 22nd June 2016.

Main points: Complaints Procedure, New Auditors, Strategic Task & Finish Groups.

1 Chief Executive's Report

This has been a very active period for Icon's Chief Executive with attendance at the 25th Anniversary Presidents' Meeting of European Confederation of Conservator-Restorer Organisations in Berlin, appointment as a member of the Church Buildings Council and partnership working with the Association of Independent Museums. The V&A/Icon Conservation & Collections Care Diploma was launched in April. There are now 490 members on the Pathway to Accreditation. 8 Icon Interns are in post at the Bowes Museum, National Museum Wales, Leather Conservation Centre, National Trust, National Museums Scotland, National Trust for Scotland.

2 Icon Complaints Procedure

The new Complaints Procedure had been approved and will be circulated to members in early July. Volunteers will be invited to join the panel of 10 accredited members to be listed on the Icon website. The Board re-affirmed its approval of the Procedure and thanked all those involved in its development; particularly Clare Meredith, David Leigh, Siobhan Stevenson and the Professional Standards and Development Committee.

3 New Auditors

Kathryn Burton, Charities Partner of Icon's new auditors Haysmacintyre, gave a brief talk regarding the audit work and changes taking place in the regulatory situation. She explained the audit planning which this year involved additional work like checking all the opening balances and making adjustments to comply with "Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)". There is no extra charge for this but less work should be needed in future years.

As part of the move to SORP 2015, a Reserves Statement, a Risk Statement and identification of Key Management Personnel and their overall remuneration have to be included in the Trustees' Annual Report and Accounts (TAR). Drafts of these had been circulated and it was agreed that all should be adopted as well as the investment policy.

4 Strategic Task & Finish Groups

These three groups have been very active and produced their reports.

Supporting Professional Members. Charlotte Lester had circulated the group's report. They had had two meetings. The membership survey had been very helpful. There were 9 recommendations, the top 4 being:

- Running the membership survey regularly;
- Equipping Icon better to address geographical spread and technology for groups;
- Communication; lots of activity going on but people have not heard of them despite Iconnect, Twitter etc and
- Increase membership engagement in making decisions.

Public & Policy Profile. Nigel Dacre had reported for the group and said that there were 15 recommendations which, if implemented in full would be a sea change and not just tinkering.

The recommendations were costed with a suggested schedule for implementation. This was considered very helpful. Next steps will involve prioritisation and resource allocation and/ or fundraising.

Widening Supporter Membership. Caroline Peach had recirculated the group's report that had been issued for the last meeting.

All trustees had comments to make and there was considerable discussion. The overall view was that all three reports were extremely helpful and provided many good ideas for strategic development.

The work of the Task and Finish groups is now formally at an end the recommendations from the groups will be used to inform the Strategic Planning Day in September.

5 Trustee Appointments

A new co-opted trustee will be appointed and there will be several new elected trustees, all taking up post at the end of the AGM on 7th December. The Trustees reviewed the procedures used in previous years and agreed a new process for the future. Recruitment will be carried out through the on-line system provided by mi-voice

The meeting was held at on 22nd June 2016 at Haysmacintyre, Red Lion Square in London – Siobhan Stevenson (Chair), Iain Boyd, Sarah Cove, Nigel Dacre, Rebecca Hellen, David Howell, Charlotte Lester, Peter Martindale, Caroline Peach, Pierrette Squires, Adam Webster and Jenny Williamson were present with Alison Richmond (Icon CEO), and Simon Green (Icon Business Manager) attending.

The next Board of Trustees meeting will be on 22nd September 2016.