

## Board Meeting 44 Minute

14:00 – 16:20, Tuesday 17th November 2020  
ZOOM meeting

**Present:** Cordella Bart-Stewart, Debrah Harding, Shelina Janmohamed, David Leigh, Walter Merricks (Chair), David Robinson (Treasurer), Pam Vick, Andrea Wills

**Also in attendance:** Clara Aguirre, Lee Hall (minute), Lexie Kirkconnell-Kawana, Ed Procter

No.	Minute
1.	<p data-bbox="284 1003 1390 1037"><b><u>Procedures</u></b></p> <p data-bbox="284 1088 1390 1122"><u>Apologies</u></p> <p data-bbox="284 1133 1390 1167">Deborah Arnott had sent apologies.</p> <p data-bbox="284 1218 1390 1296">The directors gave a brief update on their IMPRESS and non-IMPRESS activity since the previous meeting.</p> <p data-bbox="284 1348 1390 1382"><u>Declarations of Interest</u></p> <p data-bbox="284 1393 1390 1426">None.</p> <p data-bbox="284 1478 1390 1512"><u>Minute</u></p> <p data-bbox="284 1523 1390 1556">The meeting 43 minute was approved.</p> <p data-bbox="284 1608 1390 1641"><u>Internal Report</u></p> <p data-bbox="284 1653 1390 1686">The Board noted the Internal Report.</p> <p data-bbox="284 1738 1390 1771"><u>External Report</u></p> <p data-bbox="284 1783 1390 1816">The Board noted the External Report.</p> <p data-bbox="284 1868 1390 1901"><u>PINF Update</u></p> <p data-bbox="284 1912 1390 1946">The Board noted the PINF update report.</p>

	<p><u>Code of Conduct Review</u> The Board approved the updated Code of Conduct.</p> <p><u>Board Committee Membership Summary</u> The Board noted the Board Committee Membership Summary.</p>
2.	<p><b><u>Committee reports</u></b></p> <p><u>Report from Code Committee</u> AW updated the board on recent Code Committee activity. The Committee was planning to recruit a new member and was working on the upcoming Code Review.</p> <p><u>Report from Communications Committee</u> CA updated the board on recent Communications Committee activity, the majority of which was work on the Trust In Journalism conference but also support for the Code Review process.</p> <p>LKK updated the board on Online Harms as well as government actions on freedom of speech online, which may see some very big shifts in 2021. LKK would circulate a link to the House of Lords Communications and Digital Committee announcement of its inquiry into freedom of expression online.</p> <p><u>Staff update</u> The executive updated the board on their IMPRESS and non-IMPRESS activity since the last meeting.</p> <p><u>Report from Finance &amp; Audit Committee</u> The Finance Milestones &amp; Scenario Planning document was noted. A more developed scenario planning document was being worked on.</p> <p>DR talked the board through the management accounts. The financial reports for Q2 were noted.</p> <p>DR explained the Risk Register process and EP explained Q2 updates, which were approved by the board.</p> <p>LH explained the Annual Policy Review to the board. The board approved the Annual Policy Review. The board commended the Privacy Notice.</p> <p><u>Statutory Accounts</u> DR informed the board that the Finance &amp; Audit Committee had met with audit manager Joanna Pittman from Sayer Vincent who had reported positively on IMPRESS's financial controls and systems.</p>

	<p>The Board noted the Post-audit Report.</p> <p>DR on behalf of the Finance &amp; Audit Committee recommended that the Board approve the Report &amp; Financial Statements for Year Ended 31 March 2020, and the letter of representations.</p> <p>The Board thanked LH for his work on the statutory accounts.</p> <p>The Board approved the Report &amp; Financial Statements for Year Ended 31 March 2020 and the letter of representations.</p>
<p><b>3.</b></p>	<p><b><u>Business Development</u></b></p> <p><u>Fundraising Plan</u> EP updated the board on fundraising work completed since the last meeting.</p>
<p><b>4.</b></p>	<p><b><u>Regulation</u></b></p> <p><u>Review of Regulatory Scheme</u> EP proposed that an updated version of the Regulatory Scheme be ready for signoff at the February board meeting.</p>