



Minutes of ADSO Board Meeting

22 November 2012

Birmingham City Football Club, Birmingham, 4.15 pm

In Attendance:

John Austin	Chairman
John Quinton	Vice Chairman and Director for Government Consultation
Sue Keogh	Director of Regional Development and Events
Laura Latham	Director of Communications
John Lynch	Director of Finance
Mark Towers	Director of Training
Tom van der Hoven	Company Secretary
Helen Abraham	West Midlands
Matthew Kane	East Midlands
Tim Revell	London

Apologies for Absence:

Helen Gee	North West
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137. Welcome and Introductions

John Austin, ADSO Board Chairman, welcomed members to the meeting. Noted that Helen Gee was absent due to her agreeing to organise the departure of delegates from the conference venue.

138. To Appoint Officers

In accordance with Article 7.9 of The Articles of Association the Board has to appoint the Company Secretary and Directors for a 3 year term of office.

It was **RESOLVED:**

That the following persons be appointed as Directors for a 3 year term of office:

a) The Company Secretary – Tom van der Hoven

- b) The Director for Finance – John Lynch**
- c) The Director for Regional Development and Events – Sue Keogh**
- d) The Director for Training – Mark Towers**
- e) The Director for Communications – Laura Latham**
- f) The Director for Government Consultation – John Quinton**

Note: Tom van der Hoven, John Lynch, Sue Keogh, Mark Towers, Laura Latham and John Quinton did not take part in the discussion or voted on this matter.

139. ‘Dods Parliamentary Services’

John Austin explained that he had met with them. They provide monitoring services that enables clients to track, monitor and evaluate the latest political & legislative developments.

They have set up a pilot for ADSO to access some of their services for free for a period of 2 weeks.

It was **RESOLVED:**

- 1) That Laura Latham lead on evaluation of the pilot and that she and John Lynch meet with the consultant.
- 2) That the outcome of the evaluation be reported to the next Board meeting.

140. IIMC Conference Workshop

The Chairman explained that it had been suggested that James Doble could run a workshop at the next IIMC conference on shared services. He had contacted IIMC but they were not prepared to contribute more than about £400 towards the expenses.

It was **RESOLVED:**

- 1) That a workshop on shared services not be held at the next IIMC conference.

141. Chairman’s Civic Chain

At the previous Board meeting Matt Kane reported that, In lieu of sponsorship, Thomas Fattorini had offered to provide a civic chain for the ADSO Chairman at cost price. The meeting requested that a no obligation quote should be obtained for further discussion.

Matt reported that the cost would be £500 plus VAT.

It was **RESOLVED:**

- 1) That Thomas Fattorini be thanked for the offer but that it be declined.

The meeting closed at 4.30pm.