

FOUNDED 1860 INCORPORATED BY ROYAL CHARTER 1910

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THE ROYAL INSTITUTION OF NAVAL ARCHITECTS

Chief Executive: Trevor Blakeley CEng FRINA FIMarEST FIMechE



Sec/Board22Jun 2020

1 July 2020

The Chairman and members of the Board of Trustees

Dear Trustees,

BOARD OF TRUSTEES MEETING – 22 Jun 2020

The draft minutes of the Board meeting held on 22 June 2020 are enclosed.

Yours sincerely

A handwritten signature in black ink, appearing to read 'T Blakeley'.

Trevor Blakeley
Chief Executive

Enclosure: Minutes of Board meeting held on 22 June 2020

THE ROYAL INSTITUTION OF NAVAL ARCHITECTS

Minutes of Board of Trustees meeting held on 22 Jun 2020

Present:

R W Birmingham (Chairman)
C Savage
R Cripps
L Santini
A Pattison
A King
J Frier
P Wrobel
C Hunter
M D'Amico
T Blakeley (Chief Executive)

DECLARATION OF INTERESTS

1. No pecuniary or conflicts of interest with the matters to be discussed were declared.

MINUTES OF MEETING 29 Apr 2020

2. The draft minutes were approved as a true record of the meeting, subject to the addition of C Hunter in the list of attendees, and an amendment to para 18 to place an action on the Chief Executive to produce.

Post meeting note: Worst and best case cashflow forecasts have been produced and distributed.

ACTIONS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS

3. Action 1/20: Chief Executive to organise a Board training session post 16 July 2020 Board meeting.

Outstanding

4. Action 2/20: C Savage to propose changes to Risk Register ratings

Outstanding

APPOINTMENT OF TRUSTEES

5. The following members of Council were appointed as Trustees:

T Allan
R Gehling
D Monouidis
J P Paik
E Pang
T Strang

6. P Wrobel was appointed as a non Council member Trustee, in recognition of his detailed knowledge of the Strategic Review.

Post meeting note: All members have confirmed their acceptance of their appointment

ELECTION OF TREASURER

7. J Frier was re-elected as Treasurer

ELECTION OF VICE CHAIR OF THE BOARD OF TRUSTEES

8. It was agreed that the election of the Vice Chairman should await the formation of the new Board.

REPORT ON PLANNING WITH REGARD TO OPENING HEADQUARTERS

9. The Chief Executive reported that it remained the intention, as previously approved by the Board, to re-open Headquarters when restrictions on the organising of conferences and meetings were lifted. Preparations for that had been made. Meanwhile, all Institution activities were being conducted by staff working from home.

UPDATE FROM SUB GROUP ON RECRUITMENT OF CEO.

10. P Wrobel reported that although the deadline for applications had not yet been reached, there was confidence that those applications received to date would allow a suitable appointment to be made.

CHAIRMAN'S CONCLUDING REMARKS.

11. Noting that this was his last meeting as Chairman, he thanked members of the Board for their support during his term of office, and wished M D'Amico every success during his forthcoming term.

12. Date of next meeting

1100 (ttbc) 16 July 2020

ACTIONS ARISING/OUTSTANDING

13. Action 1/20 (Para 3): Chief Executive to organise a Board training session post 16 July 2020 Board meeting.

14. Action 2/20 (Para 4): C Savage to propose changes to Risk Register ratings