Project Management Special Interest Group (PMSIG)
Friday 15 October, 14:00
ZOOM

AGM Minutes

Present:

Barclay, Alastair (Treasurer, AB), Andy Crockett, Colin Forrestal, Patrick Gavaghan, Matt Ginnever, Sarah Hannon-Bland (OCM, SHB), Steve Haynes, Kat Hopwood-Lewis, Meg Keates (CIfA), Gill King (Chair), Martin Locock, Anysia Padgett, Nigel Page, Helen Poulter, Nicola Powell, Marie-Claire Rackham-Mann (OCM, MC-RM), Chris Sykes, Brant Taylor, Peter Vickers, Kerry Wiggins (CIfA) Charlie Willis (Secretary, CW), Richard Crosher, Rachel Morgan, Paul Reynard, Catt Modesty, Cindy Nelson-Vilijoen.

Agenda Point		Action (Initials)
1.	**Apologies for absence** None Received	/
2.	**Minutes of last AGM** None to approve	/
3.	**Matters Arising** CPD & mentoring as later discussion points	/
4.	**Chair's Welcome and AGM Report** • Welcome from GK, introductions to the committee, overall aims of the group and invite to all members to help shape the groups activity	/
5.	**Secretary's Report** • Meetings held by the committee every 2 months • Main aim to provide CPD • Successful survey received 139 responses which identified over 30 topics of interest and that online/in person weekday events were most popular. • Committee aim to roll these out over the next few years. • CW to progress a programme of Events to coincide with the 3 year plan.	CW
6.	**Treasurer's Report** • £415 was budgeted, £0 spent to date. • AB to look at how the budget could be best used or put towards future events	AB
7.	**Elections to Group Committee and Advisory Council representative** • No nominations received before the meeting, two ordinary committee member positions open, members are encouraged to stand for co-option at any point over the year. • Advisory Council Rep: Sarah Hannon-Bland • Groups Committee Rep: Marie-Claire Rackham-Mann	/
8.	**3-Year Plan review** Requires further review to incorporate new CIfA objectives e.g. Ethics ahead of adoption.	Committee
9.	**AOB** A. Mentoring – Marie-Claire Rackham-Mann • Survey in prep, will be circulated to members soon • Review of mentoring currently available • Next steps TBC with CIfA & Committee	MK MC-RM

	• Patirck Gavaghan offered expertise re: mentor training for industry mentors, MC-RM to follow up. • Martin Locock expressed an interest in assisting with mentoring going forward, MC-RM to follow up. • A working group was suggested, and MC-RM will look into this alongside CIfA	
10.	**Date of the next committee meeting, and future events.** • Dates TBC • CPD Calendar of events planned for early 2022	CW