

CMC-Global (ICMCI) Board Meeting PUBLIC SUMMARY

Public Summary of the Board Meeting number 3/2020-2021

Date of the meeting: Tuesday 15 December 2020

Introduction

The board meeting agenda comprised of (9) items to include the update on the Strategy and actions while covering day-to-day operational matters.

Following is a summary of updates and decisions:

Chairman's introductory remarks:

The Chair thanked the board for their good wishes, as he is now back to normal activities after the successful elective surgery, which did not allow him for much activity during the past two months.

- **The annual meeting resolutions/outcomes:** The Annual Meeting MOM and Resolutions Voting results were finalized and published, positive feedback was received for the first virtual event concluding that it was a great success.
- **Governance review:** The Chair will lead an initiative for the governance review. The work is ongoing with the ED to establish the process to review the governance in terms of the structure and accountabilities
- **Strategic plan update:** the outcomes of the previous strategy board discussions and the 2020 onwards taskforce meetings and presentations confirm that ICMCI should be the leader of the profession with a set of goals to increase the visibility of the profession and how to better support the IMCs to be more successful, and how to advocate outside ICMCI to create visibility of the profession as all this is dependent on the growth. The taskforce recommendations will be a good input in strategizing for growing the profession globally.
- **IMC Conferences update:** The Chair as well as board members, attended many virtual events for different IMCs and at times as speakers, which allows ICMCI to have more reach to the institutes individually and enhances it being viewed as the official organization of the profession.

Treasurer – Update:

The treasurer briefed the board about the setback that some IMCs are having due to COVID-19 and that four requests have been received from IMCs regarding their financial position and their ICMCI annual fees 2020-2021, the board discussed those requests in terms of the strategic plan as approved previously and their concerns to continue supporting IMCs to be more involved in the strategic initiatives. The conclusion is that no forgiveness or discounts will be provided, but an agreement on payments over a set period of time will be offered. Also, those requests will be discussed as input during the strategy board discussion in February 2021.

Updates and Decision Items from ED and Liaisons:

- **Bank account:** ICMCI received a note from the ABN AMRO Bank - Netherlands that they are not accepting foreign accounts anymore, and as per board decision ED will start the process to transfer the account to IMC Switzerland and update the board during.
- **Trademark letter:** the watch service as offered by Zardi Trademark agent for an approximate fee of Euro 1500/year is approved by the board for ED to decide when to take action during the registration process.
- **KPIs outcome and cover letter:** The board approved the approach from the membership committee to distribute the KPI outcomes summary sheet to each IMC,

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however, the board will receive a full copy in order to address the findings during their strategy meeting in February.

Products updates from chairs and liaisons if applicable:

- **CMC-Firm:** The CMC-Firm will be part of the marketing initiatives during January – June 2021, while the assessment will remain with the QAC CMC-firm committee as chaired by Marjo Dubbeldam with full support from ED and Sorin Caian as an assessor.
- **Business Process Automation tool:** a new initiative to identify a proper Business Process Automation (BPA) solution to automate existing and new processes is pending research to present a business plan for board input.
- **Code of Conduct – PSC:** The board suggested to add a statement related to the definition of conflict of interest for volunteers' compensation, then the document can be published and future versions will depend on received input and updates.
- **Draft Model for Assessment of IMCs:** The board will discuss the draft proposal by PSC during the strategic session. The proposal is based on the concept of an excellence recognition award for IMCs best practices.
- **2021-2022 Marketing Strategy:** The final plan will be submitted to the board after gathering details from committees to elaborate on the messaging for board review, comments, and approval.
- **To position ICMCI and ideas for 2021:** The board members to provide input, before the strategy discussion meeting, on the positioning document provided by Gergana for finalization and inclusion in the strategic plan for implementation.
- **Website Update:** a new website layout demo was prepared, once this homework is finalized, the demo website will replace the current website.

Assigning the duration of the virtual alternative face-to-face strategy discussion meeting taking place on the 16th of February

The board agreed to meet on the 16th of February 2021 starting noon UTC for the strategic discussions to finish all the discussions in one day.

GI Succession Planning: This will be addressed via email to all board members for assurance of approval.

Date of next meeting: 16 February 2021 at 12:00 UTC