

## **PMSIG Committee Meeting**

3 January 2024 13:30-14:00

MS Teams

### **Agenda**

#### **1. Apologies**

Ailsa Westgarth, Ed Hawkins, Zoe Richardson, Alistair Barclay (Treasurer), Marie-Claire

Rackham-Mann, Sarah Hannon-Bland.

#### **2. Attendees**

Gill King (Chair), Charlie Willis (Secretary)

#### **3. Matters Arising**

##### **a. Budget**

- AB to review ClfA request and circulate to committee ahead of submission.

##### **b. Newsletter**

- CW to send to ClfA to accompany AGM invite.

##### **c. AGM**

- 'The Harpole Treasure', RPS & MOLA – A project management perspective on the discovery of treasure.
- CW to update ClfA and request invites are sent out.
- Positions available at AGM:
  1. Chair
  2. Secretary
  3. Treasurer
  4. Ordinary Committee Members
  5. Proposal of new position 'Newsletter Editor' to be held by OCM

##### **d. PM Resource List**

- EH to report back at February meeting & Committee to send links

**e. ClfA Code of Conduct Consultation**

- Sent to all individual members by ClfA, members to respond independently and the committee encourages them to do so.

**f. ClfA Conference**

- Due to impending changes to the committee, we will not commit to a stand this year.

**4. AOB**

- Next meeting: Wednesday 7 February 2024 13:30-14:00 (Brief run through ahead of AGM in the evening)
- AGM Wednesday 7 February 2024 18:30 – 19:30. (AGM 20mins, Talk 20-30mins + Questions)