

Date: Wednesday 20 March 2024

Time: 2-5pm

Venue: City Lit, 1-10 Keeley St, London WC2B 4BA

Jon Graham

Wojciech Ilowski

Andrew McConnell OBE

Gerry McDonald

Sir Frank McLoughlin CBE (Chair)

Rachel Musson

Ruth Spellman OBE

Barbara van der Eecken, Board observer

Sarah O'Grady, Governance review consultant

Mark Malcomson, City Lit (CEO) (item 2.3)

The Chair formally welcomed the Board and Executive to the meeting. The Chair welcomed Sarah O'Grady (governance consultant) and Sanjidah Islam to the meeting. Apologies for absence were noted from Lynette Leith, Palvinder Singh, Sam Parrett, and Simon Ginns. The Chair noted that the meeting was quorate. The Chair noted that this was his first formal Board meeting and provided his reflections on the past three months as Chair of the ETF. The Chair noted that this is a significant period of change for the organisation and reinforced the role and purpose of the Board being delivered through a focus on s

The Board agreed to retain a

should also have an input, including DfE. **The Executive was asked to explore how the Board can best engage with the brand work going forwards.**

[Hannah Dedman and Stuart Youngs left the meeting]

3.1 Reflections and future meetings

The Board received the future meeting dates. It noted that during this pivotal time for the organisation with the implementation of the new strategy, additional trustee interactions were needed in between formal Board meetings. **The Board asked the Executive to explore the possibility of extending the June Board meeting or holding an additional strategy away day to consider the business plan and other key matters in more detail, in addition to the May workshop on the commercial proposition.**

The Board reflected on the meeting with robust discussion and constructive challenge, but recognised the challenge experienced with a heavy agenda. The Board noted that a meeting review form would be shared via Board Effect, and trustees were encouraged to continue to share their feedback with the Executive.

3.2 Any other business

There was no other business.