

**CoreNet Global UK**  
**MINUTES OF BOARD MEETING**  
**held on Monday, 23 May 2005 at 7 Soho Square**

Susie Gray	Land Securities Trillium	President
Richard Paver	BP	Deputy President
Tim Caiger	Oracle Corp	Past President
Chris Strong	Citigroup	VP Finance
Kathy Tilney	Tilney Shane	VP Communications
Andrew Carter	EC Harris	VP Learning
Jeremy Charles	Strutt & Parker	VP Membership
Robin Harris	Como Group	VP Programmes
Nigel Grice	Drivers Jonas	VP Sponsorship
Andrew Burt	Disney	Regional Representative

Copy David Turner, company director

Date: 2 June 2005

Action By

1. In Attendance

Susie Gray (SG – Chair), Robin Harris (RH), Jeremy Charles (JC), Chris Strong (CS), Nigel Grice (NG), Andrew Burt (AB), Andrew Carter (AC) and Alice Lewis (AML). With Chris Bown and Tony Nokling of Tamesis at the beginning

2. Apologies

Tim Caiger (TC), Richard Paver (RP), Kathy Tilney (KT). Simon O'Reilly and Ron Adam had also been invited, but had not been able to attend – they will be invited to next meeting.

3. Tamesis

Tamesis, CoreNet Global's PR consultants for the European Region, had been invited to be introduced to the UK Board and to outline their remit:

Recently become part of Financial Dynamics.

Traditionally report direct to Christine Mackenzie and Ron Adam, and through sister company IMRE in the US.

Were previously involved with IDRC in the UK.

Handle publicity and press in Europe, but are not directly involved at Chapter level: particularly, the European summit, co-ordinating commercial deals, undertake press office role, eg CoRE 2010 is the current hook with European press.

Now working on marketing material with Penny Kay, eg EDP brochure, day to day communications and newsletters with Chapters.

Separate meeting to be arranged with KT, as VP Communications, to look at UK needs, Summit and Dinner and reciprocal deals (with NG). Need to involve Press – SG to provide AML with name of EG reporter.

Three days per month allocated, which could include Chapter involvement.

UK confused by communications from US and Europe – needs to be more co-ordination.

Tamesis involved in regular monthly conference calls with IMRE and Christine Mackenzie – KT to be able to join in and the minutes to be circulated.

Press cuttings on UK and Europe to be circulated to KT and AML, and published on web site.

All enquiries from press for 'comments' to be channelled through AML. Need to expand into other types of press, eg financial, Evening Standard, etc.

Possibly undertake limited media search for occupier-related issues, eg Management Today. Aim to be pro-active.

Provide KT with advance notice of forthcoming articles.

KT  
SG

4. Minutes of meeting on 25 April 2005

These were in the format of summary notes, and were accepted.

5. Matters arising

End-user forums: SG to speak to Julian Lyon, and KT keen to meet with occupiers to establish their interests.

SG/KT

Meet the President: Notice for 1 June event was probably too short and it may have to be cancelled. JC  
JC to consider similar events in the regions, either as part of other events or stand-alone.

Global participation: AML to provide list and Board members to advise if they wish to attend, AML/ALL  
supported by UK funds.

Web site: Agreed to continue as now, until Global can provide the same service. Mention in June e-  
Bulletin; expand Careers service; ensure there is mention in UK Directory; include Board minutes; AML  
provide hit figures.

Real Property Guide: NG, SG and volunteers (including Matthew Purser) to discuss. All to contribute SG/NG  
ideas and content, for possible launch at 2006 UK Summit. Format and timeframe not yet decided: UK  
Board may form editorial board, with contributions from the membership, possibly sponsored.

Mentoring: KT pursuing mechanics of operating through web site. Question to be included in next e-  
Bulletin to gauge response. KT  
AML

#### 6. Learning/Research

Agreed that AC and SG should meet with Ron Adam to discuss the future of the Reading MCR SG  
programme.

AC to produce recommendation on collaboration with Business Advantage on proposed research project  
into the service provided to occupiers.

Occupier.org: BIFM may pick up and run the web site. Meantime, agreed not to commit funds, but to  
continue to monitor and support.

SPROG: AC to report back. AC

#### 7. Finance

The 2005 budget had been updated to reflect anticipated income and expenditure, and the current  
forecast indicated reserves could run out in approximately five years.

Agreed to maintain the credit card facility. AML to check if this would be possible once the company  
was dissolved. AML

Noted that it would be possible to continue to be VAT registered when the company had been dissolved.

#### 8. UK Structure

Branches: Noted that the Branches are no longer represented on the Board. JC agreed to oversee and JC  
develop this as VP membership and to discuss with AML the practicalities of including the Branch  
officers in Board meetings and copying them in on Board minutes. AML

Non-executives: Agreed to open up Board meetings so that one or two members could attend each  
time. AML to include invitation in next e-Bulletin. AML

Goals and protocols: recommendations to follow.

#### 9. Events

Noted that a survey had been sent out to members, and the results would be fed back to the Meet the  
President event.

Agreed to a three-week cut-off to avoid the late circulation of invitations. SG to be final arbiter. AML

#### 10. Next meeting

10.30am Tuesday 5 July, venue to be confirmed. Thereafter, 16 August, 27 September, 8 November and  
possibly 20 December. AML

Subject to adoption by Company Directors

Susie Gray  
Chair