

**CoreNet Global UK  
MINUTES OF BOARD MEETING  
held on Wednesday 9 July 2008**

Robin Harris	Como Group	President
Paul Harrington	PricewaterhouseCoopers	Deputy President
Richard Paver	BP International	Past President
Susie Gray	Land Securities Trillium	VP External Relations
Michael Evans	Jones Lang LaSalle	VP Finance
Tracey Byer	DTZ	VP Membership
Ian Smith	ARCADIS-AYH	VP Programmes
Helen Butcher		VP Communications
Harry Cole	Electrolux	VP Learning
Richard Watton	Lehman Brothers	VP Sponsorship
Stuart Bowman	Hurley Palmer Flatt	VP Sustainability
Alan Carswell	Black & Decker	VP UK Regions&Europe
Nigel Baker	Microsoft	Deputy Membership
Christina Sigliano	HOK International	Deputy Programmes

For information: Mark Tamburro – Nokia, Barry Varcoe – RBS, Rick Bertasi, Johnson Controls

Date: 16 July 2008

Action By

1. In Attendance

Robin Harris (RH – Chair), Tracey Byer (TB), Harry Cole (HC), Susie Gray (SG), Nigel Baker (NB), Michael Evans (ME), Christina Sigliano (CS), with guest member Julie Stobard (JS), and Alice Lewis (AML). Richard Watton (RW) was unable to call in owing to technical problems at HOK.

2. Apologies received or assumed

Ian Smith (IS), Alan Carswell (AC), Helen Butcher (HB), Richard Paver (RP), Stuart Bowman (SB), Paul Harrington (PH), Mark Tamburro (MT), Rick Bertasi (RB) and Barry Varcoe (BV).

3. Minutes of last meeting

The minutes of 11 June were approved.

4. Matters arising

As dealt with below.

5. Governance

UK Chapter structure – a meeting had taken place, chaired by NB, and a follow-up meeting, including non-member end-users and Giles Barrie (Editor of Property Week), was to be arranged over lunch on 10 September.

AML

The 'call for volunteers' was awaited for the web site.

TB, PH

AML role – RH had had discussions and met with Melanie Hill (MH) regarding compensation/additional funding required to off-set the reduction in AML's time on UK Chapter administration. It was agreed RH would write to Ann Atkinson (AA), copy to MH, MT, RP, RB and BV, setting out the history, current situation and future requirements. RH had also spoken with MT, and RP was also in the loop as a Global Board member.

RH

6. Finance

Fee sharing - MH's report indicated that a new fee-sharing proposal was being drafted – TB to liaise on practicalities/compliance implications, etc.

TB

Budget 2008/9 – given the pessimistic outcomes for the 2008 UK Summit and 2009 Awards Dinner, and subject to slight adjustment to the 4i Forum figures, the bottom line was an

anticipated deficit of at least £50K.

2009 Awards Dinner - it was agreed to bring forward the launch of table sales, to avoid the consequences of any further downturn in the economy.

Annual Sponsorship - ME to check on the situation regarding potential Annual Sponsor, tp bennett. ME

4i Forum – discussions on the next series of sessions were taking place, specifically regarding venue (London preferred), subsidy towards costs, 'wow' factor, marketing, topics, etc. NB to provide a business plan the following week, for sign off by the Board before the Property Forum (18-19 September). £3.5K to be allocated to the budget towards 4i costs at the Property Forum. NB  
ME

Reserves – provisional reserves as at 31 March 2008 were £315K, which, with the anticipated deficit in 2008/9, would bring the figure back to last year's total. It was agreed to maintain reserves for cashflow purposes and to use them for the benefit of the UK membership (against business case) – the level to be decided at the UK Strategy meeting. NB

Communication – HC and NB to provide information to Global (Brenda Wisniewski – [bwisnewski@corenetglobal.org](mailto:bwisnewski@corenetglobal.org), T +1 404 589 3215) about the End-user Research project and 4i Forum, respectively. It was noted that MT had expressed interest in the reasons why 4i Forum had been developed. HC, NB

#### 7. Membership

There was no update on strategy.

Statistics were now being provided via Global, and there had been a delay with end June figures. A view would be taken, depending upon when end July figures were made available. TB

It was felt the Property Forum and Offices 08 events would provide excellent opportunities to promote membership.

#### 8. Learning

HC circulated and the Board reviewed a report on the End-user Research project. Some volunteers had been identified and would be approached for a first meeting in September - all to provide further suggestions. HC  
BOARD

The report's recommendations were accepted.

#### 9. Global

Berlin Summit – RH and CS were attending and were hoping to meet with Global Board and Staff representatives.

#### 10. President's Report

The report had been circulated in advance and was reviewed by the Board.

UK Board meetings – it was agreed to continue with monthly face-to-face meetings (albeit with dial-in facility for those who could not attend in person) so that both strategic and routine matters could be dealt with.

Property Week – it was noted that MT and RH had been interviewed and that part of the purpose had been to identify key issues to be covered by the publication in future.

#### 11. Communications

M&N – RH recommended a performance review. HB

#### 12. Programmes

Christmas Lunch – agreed to use JLL's venue and remove from SAS' event management CS

remit.

Hot topics – required for 2009 programme, especially from end-users. Topics suggested around the table included:

- Relationships with Partners
- Marketplace – how business is done, beyond Real Estate
- Wider economy implications
- How to cut costs
- New technology/processes for change
- Office modelling tool
- Shrinking markets
- Workplace of the future – IT/remote working/video conferencing

13. Any other business

Orlando Summit – TB expressed interest in attending, and NB might also be able to divert on the way back from Seattle. Costs to be identified.

AML

Global Learning Taskforce – a matrix was being prepared on what different member groups wanted, to be fed back to Chapters.

14. Next meeting

10 September                      3-4.00pm – Photography, HOK's offices, 216 Oxford St/Cavendish Sq  
4-6.00pm - HOK's offices, 216 Oxford Street

Forthcoming meetings – venue to be confirmed:

8 October – 9-11am  
11 November – 4-6.00pm  
10 December – 9-11.00am  
14 January 2009 – 4-6.00am  
11 February – 9-11.00am  
11 March – 4-6.00pm

Subject to adoption by Company Directors

Robin Harris  
Chair