

**CoreNet Global UK  
MINUTES OF BOARD MEETING  
held on Wednesday 10 May 2007**

Richard Paver	BP International	President
Susie Gray	Land Securities Trillium	Past President
Robin Harris	Como Group	President Elect/VP Programmes
Philip Breeden	Bucknall Austin	VP Communications
Mark Cotterell	BT	VP European Representative
Michael Evans	Jones Lang LaSalle	VP Finance
Andrew Carter	FMConnect	VP Learning
Jeremy Charles	Strutt & Parker	VP Membership
Keith Martin	Donaldsons	VP Sponsorship
John Pike	HBOS	VP Sustainability
Helen Butcher		Deputy Communications
Alan Carswell	Black & Decker	Deputy European Representative
Harry Cole	Electrolux	Deputy Learning
Tracey Byer	DTZ	Deputy Membership
Ian Smith	AYH	Deputy Programmes
Richard Watton	JPMorgan Chase Bank	Deputy Sponsorship
Stuart Bowman	Hurley Palmer Flatt	Deputy Sustainability

Copy to: Christine Mackenzie, Ron Adam

For information: Mike Napier, Mark Tamburro

Date: 22 May 2007

Action By

1. In Attendance

Richard Paver (RP - Chair), Robin Harris (RH), Andrew Carter (AC), Susie Gray (SG), Philip Breeden (PB), Mark Cotterell (MC), Michael Evans (ME), Alan Carswell (AlanC), Helen Butcher (HB), Harry Cole (HC), Richard Watton (RW) and Alice Lewis (AML). With Nigel Baker (NB - Chair of TV Branch and Deputy Membership as from 1 Oct – part time), Christine Mackenzie (CM) and Ron Adam (RA) of CoreNet Global.

2. Apologies

Tracey Byer (TB), Jeremy Charles (JC), Ian Smith (IS), Keith Martin (KM), John Pike (JP), Stuart Bowman (SB), Mark Tamburro (MT), Mike Napier (MN).

3. Minutes of last meeting

The minutes of 28 March 2007 were approved.

4. Matters arising

Matters arising were dealt with below.

The new Board members were welcomed with thanks for their support.

5. Thames Valley Branch update

NB outlined his previous involvement with the organisation and his new role as Chair of the Thames Valley Branch, the challenges faced by members and prospective members, and its aims/programme for the future.

6. UK Structure/transfer of funds

An update had been circulated prior to the meeting. CM confirmed that the legal requirements had extended the process, but that the documents had now been signed, which meant that the dissolution of the UK company could now be progressed. The VAT implications would also be investigated.

CM  
AML

7. Membership Issues

CM confirmed that the Member & Chapter Services Committee (MCSC) would take ownership of the 'Young Professionals' discount package initiative, which would be rolled out in the UK as a pilot for the rest of the European Region once the 'process' had been developed.

CM, AC

CM had also spoken with Peter Holland, COO and CFO of CoreNet Global, about the UK membership policy of requesting new service provider applicants to bring in one new end-user. This matter would be escalated to Prentice Knight, CEO, as it was a strategic issue. Meantime, CNG staff would be instructed to divert all UK membership enquiries to AML, and the wording on the European application form would be updated.

CM

8. European Summit, London 2007

Programme: some keynote speakers had yet to be finalised and the workshop sessions were being shortlisted.

Sponsorship: 100,000 Euros had been committed, with other interested parties in the pipeline.

Registration: target was 450-500 over the two days, with approx 79 registered during the first two weeks. A special day-rate for young professionals would be considered.

CM

9. Member & Chapter Services Committee (MCSC)

It was noted that AC had been elected to this committee.

10. European Update

An update had been circulated prior to the meeting – all questions and actions to CM.

BOARD

11. Global Update

A summary from the Global Board meeting that took place at the Singapore Summit in March was circulated prior to the meeting.

12. EDP Programme

RA reported that the recent MCR session in Brussels had been well attended, including many from the UK. The next MCR session would take place in London on 6-7 June, together with the first SLCR session. AML to follow up on non-members.

AML

13. Research

RA reported that the results of the energy use survey had been showcased at Denver and were now available for sale via the Knowledge Center (FOC copy to be provided to JP).

RA

14. Discovery Forums

RA reported that the April forum in London had been hosted by BP, and had focused on CSR.

The next UK forum would take place in London, hosted by BBC on 6 November.

15. Communities

RA reported that this was a new Global initiative to help members with common interests to move discussion forward. The UK Board was invited to nominate someone to work with RA to bring this initiative into the UK.

RP/RH

16. CoRE Curriculum

RA reported that this material was available not only for EDP and Summit sessions, but could also be delivered to Chapters in a scaled-down format. It was noted that Global met some travel costs for speakers, but that otherwise the sessions would need to be sponsored. RA

RA/AC

and AC to liaise.

RA invited comments and suggestions on a proposal to expand online training through alignment with universities.

BOARD

17. Communications

Web - it was noted that the UK web site was being reviewed and that alignment with the Global site and whether the Global budget included any financial support was being investigated (CM to provide PB with David Mercurio's contact details).

CM

Charity – PB and Kathy Tilney had met with CRASH, who had suggested a specific project, which would be included in the next e-Bulletin as a 'taster' followed by a house-style invitation to members to get involved.

AML

M&N Communications – activity report attached. There had been good coverage of the 'Empty Rates' issue, and the Occupier Satisfaction Index (OSI) press release had been handled by M&N and the results were being launched on 15 May (executive summary to be distributed to members subsequently).

AML

AML

18. Finance

The 2007-08 budget was circulated and the forecast deficit continued to cause concern. It was agreed that the new accountants who were to be engaged would refine the budget (eg, allocate Research from reserves), but that income needed to increase and/or more costs should be subsidised by Global.

AML

It was noted that it had previously been agreed to transfer the UK Chapter's funds to a bank account set up by the CoreNet company in Brussels, but that the UK Board would retain full control.

AC to investigate via the MCSC the possibility of a contribution towards PR costs on the basis that enhanced profile could increase membership numbers, which would ultimately benefit Global.

AC

RP and RH to liaise with ME on addressing the shortfall for the future and to come to the next meeting with a proposal on expenditure and the optimum level of reserves.

RP/RH/  
ME

19. Governance

It was noted that the recent election results would be published as soon as permission had been received from those concerned.

AML

European Representative – RP and MC had reviewed the UK's position within Europe and also considered the position of regions within the UK. AML to provide details of UK 'branch' members who could be interested in arranging regional events.

AML

20. Research & Learning

HC offered to progress arrangements for the President's Forum, based on the EP3 research on relationships between occupiers, landlords and suppliers, including agreeing the terms of reference since this was a far-reaching subject. This also fitted in with the TV Branch aims and the OSI findings.

RP gave an example of a recent ACRE event when he and Mike Napier presented on their similar portfolios but different management approaches, which highlighted the diversity of 'drivers'.

It was noted that the UK Chapter was supporting the BIFM training courses and conference.

RP and SG to discuss the potential advantages of becoming a member of the Property Industry Alliance – with particular reference to the OSI launch, on which SG would report at the next meeting.

RP/SG  
SG

The synergy or otherwise with RICS (eg, its structure around skills rather than business faculties) was noted.

21. Membership

Statistics as at end April had been circulated prior to the meeting, including approx 70 outstanding renewals. It was noted that after 60 days' grace, these members' status reverted to Prospect on the Global database (although they were still apparently eligible to participate as speakers at Summits, which might be considered a disincentive to actually renew membership).

22. Programmes

Recent and upcoming events were briefly reviewed. Current calendar attached.

AML

23. Sponsorship

RH and PB met with two of the New York City Chapter Officers earlier in May and a meeting with KM was to be arranged to discuss their 'annual' sponsorship contribution format.

RH/PB

24. Next meeting

9.00am 12 June 2007, at BP's offices, Canary Wharf.  
Forthcoming dates:  
19 July  
11 September

Web statistics: April 901

Subject to adoption by Company Directors

Richard Paver  
Chair