



## **Draft Minutes**

### **NIABT Board of Trustees' Meeting**

**Mon 26 September 2011**

#### **Attendance:**

Leslie Cree MLA

Joanne Stuart

Chris Lyttle MLA

John Rooney

Gareth McGrath

James Devlin

Sue Ramsey MLA

John O'Farrell

Sheila McClelland (sec)

Glyn Roberts

Professor James Haughey

Grainne Walsh

#### **1. Apologies:**

Dominic Bradley MLA

Alec McRitchie

David McClarty MLA

Robin Newton MLA

As the Chair, Robin Newton MLA was not in attendance, the vice Chair, Glyn Roberts, chaired the meeting.

## **1. Apologies**

Apologies were received from Dominic Bradley MLA, David McClarty MLA, Alec McRitchie and Robin Newton MLA.

## **2. Declaration of Interests**

Board members had no interests to declare in relation to the agenda.

## **3. Adoption of previous minutes – (draft minutes attached)**

The content of the draft minutes from the last Board meeting were agreed by Joanne Stuart and seconded by John Rooney as being a true and accurate record of the previous Board meeting.

## **4. Matters arising**

Matters arising from the minutes formed substantive agenda items.

The vice-Chair suggested that an agenda item on NIABT patrons be tabled at the next Board Meeting.

## **5. Events**

### **Recent**

The recent and forthcoming events were discussed by the vice-Chair.

**13 September:** NAMA breakfast briefing.

**14/15 September:** Westminster Programme. A delegation of 30 business representatives and MLAs travelled to London to participate in the Westminster Programme.

The vice-Chair invited Board members who attended the programme to provide feedback. Several letters of thanks had been received from a mixture of MLAs and business representatives who also attended the programme. (TAB 3)

### **Forthcoming**

**29 September:** A North West Procurement seminar. This event is being run in conjunction with

Londonderry Chamber of Commerce, Ilex, City of Culture and Derry City Council. The event will raise awareness and understanding of public procurement and is specifically targeted towards SMEs in the Derry~Londonderry area.

**30 September:** An educational visit to Ilex and tour of the Peace Bridge. This has been arranged for 9:30 am and the tour of the Peace Bridge will be followed by a presentation by Culture Company.

**11 October:** Global Economic Environment breakfast briefing. A breakfast briefing will be delivered by Angela McGowan, Chief Economist of the Northern Bank.

**15 November:** A briefing on North/South Collaborative opportunities in EU Framework Programme 7. A breakfast briefing will be delivered by Simon Grattan and Aidan Gough of InterTradeIreland. This session will be of particular interest to those who are participating in the 4 day European Programme at the end of November.

**21 November:** 4 day European Programme based at the Irish Institute in Leuven, Belgium. The delegation will be

based in the Irish Institute at Leuven and will receive briefings from a number of key personnel based in Brussels. Meetings with MEPs will also be on the itinerary.

**13 December 2012:** A breakfast briefing will be arranged and details will follow soon.

**17 January 2012:** Professor Pol O Dochartaigh, Dean of the Confucius Institute for Northern Ireland will deliver a briefing on the importance of trade links between Northern Ireland and China.

**16 February 2012:** The President's annual Dinner is to be held on this date, venue to be decided as an outside venue may be considered due to a potential excessive number of guests.

## **6. Brussels Programme:**

4 day European Programme based at the Irish Institute in Leuven, Belgium. The delegation will be based in the Irish Institute at Leuven and will receive briefings from a number of key personnel based in Brussels. Meetings with MEPs will also be on the itinerary and it is hoped that we can

incorporate a session with Commissioner Maire Geoghegan-Quinn. The Chair and vice-Chair plan to attend the programme.

## **7. President's Dinner**

A provisional date has been set for the President's Dinner of Thursday 16 February 2012. Work is now to commence on securing a guest speaker.

## **8. Proposed Dublin Programme/visit**

An educational visit to the Dail in Spring 2012 was discussed. The vice-Chair discussed some ideas for the programme content. These included incorporating cross border bodies and NAMA.

## **9. Financial update:**

The Board were provided with an update on the status of the NIABT bank account. The balance is currently £57,500, invoices totaling approximately £12,000 will be paid over the next few days and result in the balance reducing to around £45,000. Some additional invoices are still to be raised in relation to accommodation and travel costs from

Westminster. The vice-Chair asked the format of this financial update will be reviewed for the next meeting.

#### **10. Membership applications:**

Membership applications were received and approved for:

- Aria Property Solutions
- Arup
- BE Aerospace
- Consular Association of Northern Ireland (CA-NI)
- Flybe
- Goldblatt McGuigan
- Jurys Inn Belfast
- Omagh Chamber of Commerce and Industry
- Priory Press Print and Packaging
- Royal Institute of Chartered Surveyors Northern Ireland
- Select Management & Security Ltd
- SPM Group Limited
- Stakeholder Communications
- Ulster Bank Ltd
- Ulster Language Services
- Watson & Co Chartered Marketing

#### **11. Membership removals:**

The Board discussed a number of business members who had not yet paid their membership for 2011/2012. As a result, 4 businesses are to be removed from the membership lists:

- AM:PM Communications,
- Business & Finance Media,
- Casa Lola,
- Rockport Ventures LLP.

Staff are to check the Articles of Association in relation to business removals.

## **12. AOB**

- There was some discussion around arranging a visit to our Scottish counterparts, SPBE, however, it was noted that it is a significantly smaller organization than the NIABT.
- There was a discussion around inviting NICVA to partner with NIABT on an event.
- Staff were to check if MLAs declared NIABT Board membership in their list of interests.



- The Board discussed the merits of having Parliament Building passes issued to business members of the Board. The Chair is to contact the Speaker for his views on the matter.
- NIABT Business cards are being printed for members of the Board.
- Receipts are to be issued to all businesses in respect of the Westminster and Brussels programmes.