



Management Board Meeting

17 June 2014, 20 UTC

Record of Discussion

Teleconference via GoToMeeting

1. Welcome & Apologies

MB Chair experienced difficulties with the line and asked the CEO to lead the meeting temporarily. The CEO welcomed everyone.

2. Conflicts of Interest

No conflicts of interest were voiced.

3. Minutes of last meeting

Decision 1 With a small edit, the MB approved the minutes of the April 28 meeting.

4. Actions

The MB reviewed and updated actions from the previous meeting.

5. CEO Report

5.1. New budget and finance policies

CEO said the Management Team (MT) had been implementing a new budget process and finance policies, starting with a review of all policies and procedures.

5.2. Freshdesk

CEO said there had been training on Freshdesk, which would continue, but employee usage levels needed to be improved. More seats are being added so that more staff would have access to it.

5.3. Communications

CEO said the employee survey showed that employees wanted to feel more involved, so a short, internal weekly newsletter had been initiated. Another survey of employees would take place in July to see if weekly or biweekly newsletters are preferred.

5.4. Articles of Association (AoA)

CEO said he has had conversations with legal counsel about the AoA. The parts that relate to Affiliate Licensing are very complex. We want to make the language easier to understand, he said.

5.5. Budget and Finance

The new budget process is working well, CEO noted, and the Head of Finance had met with the Member Forum a couple of times, and that would continue.

5.6. Members

CEO updated the MB on specifics concerning current and potential Members.

5.7. Collaborations

CEO said at the July MB meeting the MB would receive a collaborations strategy.

5.8. Hiring

There has been an overwhelming response to the 2 advertised positions: Executive Lead Product and Services, and Customer Relations Lead Americas.

5.9. Content

CEO said the work on the ICD-10 mapping was progressing.

5.10. Tooling

We expect the website to be ready by the end of August, CEO noted.

6. Chair's address

MB Chair thanked the CEO and mentioned some ongoing discussions, such as the role of the Standing Committees and issues involving MB elections.

7. Finance

The Head of Finance went through the Finance Report, which the MB had received prior to the meeting.

8. Strategic Directions

MB Chair said the 2015-2020 strategic directions would be on the agenda in July. CEO said he had been working on a draft and would distribute it to the MB for comment.

9. Any Other Business

Decision 2 The MB unanimously approved Hazel Brear as Vice Chair of the Mapping SIG.

The meeting ended at 21:10 UTC.