

## **NRPSI Board of Directors Meeting**

Notes of Board of Directors meeting no. 1, at Saxon House on Tuesday 12 April 2011 at 13.00

Ted Sangster	(Chair of the Board)
Ann Mealar	(Lay Member)
Angela Ringguth	(Lay Member)
Steven Thacker	(Lay Member)
Janina Nowacka	(Practitioner Member)
Lalia Pessoa-White	(Practitioner Member)
Hassan Sobati	(Practitioner Member)
Siân Pritchard	(Executive Manager)

### **1) Apologies:**

None

### **2) Welcome and Introduction**

The Chairman welcomed Board Members to the first meeting on New NRPSI and gave a brief outline of the purpose of the register and the role of the Board, stressing that as directors each board member acted in the interests of NRPSI as a whole and not as a representative of other external interests.

### **3. Briefing on the transfer and setting up process.**

The chairman detailed the steps undertaken to transfer from NRPSI 2000 to New NRPSI.

It was agreed that copies of the Articles of Association be circulated amongst the Board members.

The Executive Manager reported that so far 2,180 interpreters had agreed to transfer to the new company, a higher figure of transfers than had been expected; she had written to the former subscribers to the register explaining the changes which had taken place and offering them a pro-rata refund; provided information on the new letterhead and Logo; briefed the board on the current staffing situation; and also briefed the board on the third party relationships for our Website, accounting support, HR and legal affairs. The Board agreed to continue with the services of these suppliers/advisors.

### **4) Professional Code of Conduct and Disciplinary procedures**

The Code of Conduct and Disciplinary procedures which had been adapted from the previous organisation and which were now up on our website were approved for the time being. Membership of the Professional Conduct Committee and Disciplinary Committee was discussed and agreed. The Chairman would arrange for contact with the other members and confirm their appointment.

### **5) Financial Issues**

Financial services support and a change of bank were discussed and agreed. It was also agreed that the first financial year for audit will end on 30<sup>th</sup> June 2012.

Initial financial statements and a commentary from our accountant were tabled and discussed. It was agreed that an early view of next year's budget would be discussed at the next meeting.

It was agreed that the registration fees be increased to £198.00 for the first language, with additional Languages costing £33 for the first year only. This would be implemented from 01 June 2011.

#### **6) Concerns from interpreters**

Sian presented a paper detailing concerns that had been notified to her regarding the new web site. The Board agreed that the Postcode search facility to be replaced by region, and that Sian would prepare papers for the next board meeting on the implications of allowing Specialisms and Interpreting qualifications to be listed.

#### **7) Marketing**

Sian reported that we had contacted previous subscribers to inform them about the new web site and provided an information sheet. We also have contact details of over three hundred individuals and organisations who have expressed an interest in NRPSI and we would be contacting them at some point in the near future.

The need for new leaflets was discussed and it was agreed that separate leaflets for public services and interpreters would be a good idea.

Other marketing options were also discussed including attendance at shows and conferences, the option of concentrating on web based marketing, production of a newsletter to be sent by email. The budget was small however and activity would have to be prioritised.

It was agreed to publish the Action Points of the Board of Directors Minutes on the web site.

#### **8) Response to the Ministry of Justice Consultation**

A detailed discussion took place and it was acknowledged that the proposals as currently put forward by the MoJ could have a significant impact on NRPSI. It was also agreed that whilst it was valuable to keep in touch with how others intend to respond, and also to share draft responses as they were being worked up or discussed, NRPSI should respond in its own right and not as part of a collective response.

Therefore it was decided that a formal response would be made and that once sent the response will be published on the NRPSI web site.

#### **9) Date of the next Board Meeting**

24 May 2011 at 13.00.

