

**Minutes of the Search Committee Meeting held on Monday 17 May 2010 at 4.45 pm in  
Conference Room 1, the Astral Centre**

**Members Present:**

Kevin Howes: Corporation Member  
Richard Perkins: Vice-Chair of Corporation  
Sarah Smith: Corporation Member

**In attendance:**

Charles Reynolds: Clerk to the Corporation

**Apologies for Absence**

Apologies for absence had been received from Bob Mee and Gwen Parsons. In the absence of the Chair Richard Perkins took the meeting.

**1. Disclosures of Interest**

There were no disclosures relevant to the agenda items.

**2 Minutes of the Previous Meeting**

The minutes of the Search Committee Meeting held on 8 March 2010 were agreed to be a correct record and were signed by the Chair.

**3 Matters Arising**

**3.1) Membership Resignations and Current Vacancies (previous agenda item 4.2)**

The Clerk advised that having spoken with Sue Allen it had been confirmed that, whilst interested, membership was not an option for her at this time. Regarding the approach to Deanna Law the Clerk confirmed that he had been unable to make contact to follow-up the letter sent to her. In discussions members suggested that this may have been difficult during the election period. As this had now passed the Clerk was asked to try to make contact again.

On a separate matter the Clerk advised that Jane Hore had indicated that she would like to continue as a Corporation Member. Whilst pleased to hear of her willingness to continue and in recognition of her valued support and contribution in the past members were however concerned to ensure the matter of membership was dealt with correctly.

In accordance with section 10(2)(b) of the Instruments of Government it was clear that Jane Hore had been absent for more than six months from meetings and had indicated to the Chair that she wished to retire. This had been reported to Search and via minutes to Corporation. To this end and for clarity it was agreed to treat the situation as that of a new member. **This was proposed by the Chair and seconded by Kevin Howes. Members voted unanimously in favour.**

**Action**

**Clerk**

Finally the Clerk advised the meeting that Mihai Apostol, Student Member, had recently gained employment with Thomas Cook. Consequently and having left the College, he had resigned. The Student Forum had started the process of finding a new FE student to nominate for membership. Excluding this vacancy this meant that there were four skills based membership vacancies to be filled.

#### **4 Membership Issues**

##### **4.1) Re-appointment of Anne Swietlik**

The Clerk presented the meeting paper to members advising that Anne Swietlik had indicated a wish to seek a further term of office. Members reviewed the paper and acknowledged the very significant contribution that Anne Swietlik had made to the work of the Corporation. Apart from the fact that her attendance at meetings and other events was extremely good she had a wealth of knowledge about key local employment sectors that had been of great value to the Corporation.

**To this end it was proposed by Kevin Howes and seconded by the Chair that Corporation be recommended to re-appoint Anne Swietlik for a further term of office in accordance with the Instruments and Articles of Government and Corporation Standing Orders.**

##### **4.2) Membership Resignations and Current Vacancies – to determine a plan of action**

The Clerk circulated members with a draft press release and also a copy of a press-release from a local paper aimed at generating interest in becoming a College Governor. Members were asked for their views on using such an approach.

In discussion members agreed that it was an approach worth doing. The press-release could be targeted via email to relevant networks and associations. The need to continue to target potential candidates for consideration based on skills and experience was however still seen as important. It was agreed to put the idea of the press-release approach to all members attending the Corporation Meeting before putting anything into operation.. Members were however positive in using it.

With respect to suggestions for new members the Clerk advised that Tina Ellis had been put forward by Anne Swietlik for consideration by Search. Members felt this to be a good suggestion and tasked the Clerk with making a link via Anne Swietlik to test the level of interest.

#### **5 Any other Business**

There were no items of any other business.

#### **6 Date and time of next meeting**

To be advised.