



MINUTES

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| Meeting Date & Time Location | EBED Trustee Meeting 16 July 2020 at 16.00 via Zoom | |
| Attendees | <p>Andy Margetts – Chair (AM) Terry Hewett – Trustee (TH) Mary Sharp – Trustee (MS) Michael Hill – Treasurer (MH) Donna Wright – outgoing CEO (DMW)</p> | <p>Gillian Fawcett – Trustee (GF) Douglas Wright – Trustee (DBBW) Dom Wilson – Trustee (DoW) Giorgio Provenza – CEO (GP)</p> |

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| 1 – CEO handover |
| <ul style="list-style-type: none"> GP and DMW reported the hand over of CEO responsibilities was progressing well. Now GP has started, to avoid any public confusion in the interim period, DMW will cease using the CEO title. |
| 2 – eLearning |
| <ul style="list-style-type: none"> Progress was evaluated. In particular: <ul style="list-style-type: none"> MS noted the project was on track and although there was still much to do, it was taking shape well; the target launch date was reaffirmed as 10 August with substantially all work to have been completed by the end of July to allow final reviewing by MS and external test teacher(s) in the first week of August; the announcement of the EBS concept has attracted a number of positive comments and interest from the teaching community; cumulative project costs were noted to be within budget; and DBBW recommended any training videos on using the system should be accompanied by a Zoom tutorial and it was agreed this should be scheduled for the EBS launch week. |
| 3 – Other matters |
| <ul style="list-style-type: none"> GP and DMW are considering the possibility of re-starting face-to-face CTT and director training courses and are thinking about a possible date for their resumption. Additionally, with the launch of EBS, on-line CTT courses focusing specifically on teaching on-line would be easier to run now than they were at the time of the initial trial. DBBW is working with GP on the possibility of converting the scheduled August course in Basingstoke into an online event. A review of ongoing staffing needs as the furlough scheme starts to wind down was recognised to be urgent. GP is developing his ideas in this area to ensure we are best utilising the team's skillsets. It was recognised that all non-furloughed staff had been working significant additional hours both on the development of EBS and covering for staff either on furlough or dedicated to the eLearning project. The situation will be reviewed as soon as possible after the first quarter |



accounts are available (estimated to be in the next 10 days) and the treasurer has discussed the likely level of future donations from the EBU.

- TH reported that DBBW will be leading a mini-bridge initiative working with the Makers of Playing Cards Charity.

4 – Next meeting

- The next board call will take place at 4pm on Thursday 23 July.

MEETING CLOSED c.17.00