**Q1E Trust board Record of attendance 2020-21**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Meeting date** | **Meeting type** | **Simon Bailey**  | **Julian****Coningham** | **Rachael Dupont** | **John****Grove** | **Brian Ledbetter**  | **Geoff Morris** | **Karen Parkinson** | **Fergal Spencer** | **Liz Stoyel** | **Number present** | **Out of** | **Attendance percentage**  |
| 3rd September 2020 | Extra ordinary | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9 | 9 | 100% |
| 17th September 2020 | Full board | **Absent** | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 8 | 9 | 89% |
| 6th October 2020 | Finance committee | ✓ | N/A | N/A | (✓) | ✓ |  | (✓) | ✓ | ✓ | 4 | 4 | 100% |
| 22nd October 2020 | Full board | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9 | 9 | 100% |
| 19th November 2020 | Full board | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | **Absent** | 8 | 9 | 89% |
| 26th November 2020 | Finance committee | ✓ | N/A | N/A | (✓) | ✓ | N/A | N/A | ✓ | ✓ | 4 | 4 | 100% |
| 10th December 2020 | Full board | **Absent** | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 8 | 9 | 89% |
| 7th January 2021 | Extra ordinary board | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | **Absent** | ✓ | 8 | 9 | 89% |
| 14th January 2021 | Finance committee | ✓ | N/A | N/A | (✓) | ✓ | N/A | N/A | ✓ | **Absent** | 3 | 4 | 75% |
| 14th January 2021 | Extra ordinary board | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9 | 9 | 100% |
| 21st January 2021  | Full board | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9 | 9 | 100% |
| 28th January 2021  | Extra ordinary board | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9 | 9 | 100% |
| 4th February 2021 | Finance committee | ✓ | N/A | N/A | (✓) | ✓ | N/A | N/A | ✓ | ✓ | 4 | 4 | 100% |
| 4th February 2021  | Extra ordinary board | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9 | 9 | 100% |
| 11th February 2021  | Extra ordinary board | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9 | 9 | 100% |
| 25th February 2021  | Full board | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9 | 9 | 100% |
| 4th March 2021  | Extra ordinary board | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9 | 9 | 100% |
| 11th March 2021 | Finance committee | ✓ | N/A | N/A | (✓) | ✓ | N/A | N/A | ✓ | ✓ | 4 | 4 | 100% |
| 18th March 2021  | Full board | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 9 | 9 | 100% |
| 29th April 2021 | Extra ordinary board | ✓ | N/A | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 8 | 8 | 100% |
| 20th May 2021  | Full board | ✓ | N/A | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | **Absent** | 7 | 8 | 88% |
| 10th June 2021 | Finance committee | ✓ | N/A | N/A | (✓) | ✓ | N/A | N/A | ✓ | ✓ | 4 | 4 | 100% |
| 24th June 2021 | Full board | ✓ | N/A | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 8 | 8 | 100% |
| 1st July 2021 | Finance committee | ✓ | N/A | N/A | (✓) | ✓ | N/A | N/A | ✓ | ✓ | 4 | 4 | 100% |
| 15th July 2021 | Finance committee | ✓ | N/A | N/A | (✓) | ✓ | N/A | N/A | ✓ | ✓ | 4 | 4 | 100% |
| 15th July 2021 | Full board | ✓ | N/A | **Absent** | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 6 | 8 | 75% |
| **Total meetings attended** | **24** | **14** | **17** | **18** | **26** | **18** | **18** | **25** | **23** |  |  |  |
| Out of a possible | 26 | 14 | 18 | 18 | 26 | 18 | 18 | 26 | 26 |  |  |  |
|  | **92%** | **100%** | **94%** | **100%** | **100%** | **100%** | **100%** | **96%** | **88%** |  |  |  |

N.B. *Julian Coningham’s term ended in April 2020.*

*John Grove (CEO) was present at all finance committee meetings but is not technically a committee member.*