



MINUTES

Meeting Date & Time Location	EBED Trustee Meeting 23 July 2020 at 16.00 via Zoom	
Attendees	<p>Andy Margetts – Chair (AM) Terry Hewett – Trustee (TH) Mary Sharp – Trustee (MS) Giorgio Provenza – CEO (GP)</p>	<p>Dom Wilson – Trustee (DoW) Michael Hill – Treasurer (MH) Donna Wright – outgoing CEO (DMW)</p> <p>Apologies - Gillian Fawcett – Trustee (GF) & absent – Douglas Wright (DBBW)</p>

1 – CEO handover
<ul style="list-style-type: none"> GP reported the hand-over is going well and that the trustee call programme has been completed.
2 – eLearning
<ul style="list-style-type: none"> Progress was evaluated. In particular: <ul style="list-style-type: none"> tutorials will be done via Google Meet to mirror the platform on which EBS is being built; external help is being arranged to run the EBED Relaxed assisted play events to free up staff resource to focus on the EBS tutorials; the EBU offer to assist in the marketing process had been accepted; the project remains on track for a 10 August launch; and MS confirmed to TH that teachers will be able to adapt slides and hand-banks for their lessons.
3 – Other matters
<ul style="list-style-type: none"> GP will stand down as a teacher educator now he is CEO and a replacement is to be recruited; DMW reported progress on the possible publication of the Red & Green books on Page Tiger but further work needs to be done on the Shopify payment arrangements and on document security; the Basingstoke CTT course in early September will be the first online course to use the EBS product. Course fees will be held at the current course price to reflect the additional costs of producing a new online offering offsetting the venue hire costs saved so that it breaks-even; the changes to the teacher database to show those teachers who have responded to the survey to say they are teaching online will be reflected as soon as possible so it should be available when EBS is launched. DMW to progress; and DMW to follow up with the venue of the cancelled JTI course regarding the return of the deposit.
4 – Next meeting
<ul style="list-style-type: none"> The next board call will take place at 4pm on Thursday 30 July.
MEETING CLOSED c.16.30