

## Meeting of the ETF Board

**Date:** Thursday 16 December 2021

**Time:** 12:15-12:45

**Venue:** Microsoft Teams

### Present

Sally Dicketts CBE

Jon Graham

Peter Latchford OBE

Andrew McConnell OBE

Gerry McDonald

Rachel Musson

Sam Parrett

Ruth Spellman OBE

### In attendance

Chloe Annetts, Governance Officer

Gina Hobson, Governance Director

David Russell, CEO

Catriona Wood, Interim Director of Finance

### Apologies

Lynette Leith

Florence Orban

Mick Ord

Palvinder Singh

Jenny Jarvis, DCEO

### Minutes

#### 1. Welcome and apologies for absence

The Chair welcomed the Board to the meeting, and apologies were noted from Lynette Leith, Florence Orban, Mick Ord, Palvinder Singh, and Jenny Jarvis (DCEO).

#### 2. 2020-2021 Audit and the draft Trustees' Report & Audited Accounts

The Board noted the auditor completion report, draft 20-21 ETF Trustees' Report and Audited Accounts and Going Concern paper. **The Board received the auditor completion report and noted the minor amendments on the date of the Audit and Risk Committee meeting. The Board approved the 20-21 ETF Trustees' Report and Audited Accounts, subject to small typographical changes.**

The role of the Chair was handed over to the Chair of ETFS. The Board received the ETFS Directors' Report and Financial Statements and held the ETFS AGM. **On behalf of ETF as**

**the parent organisation, the Chair of the Board approved the ETFS Directors' Report and Financial Statements.**

The meeting Chair was handed back to the Board Chair. **The Board agreed to the signing of the ETF and ETFS letters of representation to the Auditor**

### **3. Trustee reappointments**

*[Ruth Spellman, Jon Graham, and Andrew McConnell left the meeting]*

The Board received the paper on Director resignations and appointments. **The Board agreed to reappoint Ruth Spellman, Jon Graham, and Andrew McConnell, with effect from the rescheduled AGM. Andrew McConnell was confirmed as the Finance Committee Chair, with effect from 1 January 2022.**