

**1:00pm – 5:00pm 10 February 2015**  
**83 Victoria Street, London SW1H 0HW**

**Present:** Deborah Arnott, Iain Christie, Sue Evison, Walter Merricks (Chair), Maire Messenger-Davies, David Robinson, Patrick Swaffer.

**In attendance:** AC (minutes), DH, JH, NP

<b>Item</b>
<p><b>1. Conflicts of interest</b></p> <p>It was noted that one of the Board members in another capacity had made a complaint to IPSO. There were no other conflicts.</p>
<p><b>2. Minutes of last meeting</b></p> <p>The meeting note for meeting 2 and also the short minutes of meetings 1 and 2 were agreed pending correction of minor typos.</p>
<p><b>3. Director's Report</b></p> <p>The Director's Report was presented to the board.</p> <p><i>Finances</i></p> <p>It was noted that the IMPRESS Board isn't yet legally responsible for the finances because IMPRESS has not yet been constituted as a legal entity.</p> <p><u>It was agreed that IMPRESS needs clarity about its funding policy. It was agreed that it would eventually be up to IMPRESS' funding vehicle to decide how to accept money.</u></p> <p>The IMPRESS project is remaining in existence because of the possibility that it could act as the funding mechanism. The IMPRESS project board have agreed to remain in existence.</p> <p>There was a discussion about developing generic guidelines about how and from whom IMPRESS could receive money.</p> <p><i>Discussion with the FT</i></p> <p>WM and JH updated the Board on a meeting which they had with representatives from the Financial Times.</p>
<p><b>4. Articles of Association</b></p> <p>Typos and amendments need to be made. A final version to be prepared and sent to the Board.</p> <p><u>It was agreed that the Board would reconsider the articles at the next meeting.</u></p>
<p><b>5. Recognition Process</b></p> <p><i>Meeting with Press Recognition Panel</i></p>

<p><b>Item</b></p>
<p>JH and WM gave a report to the Board on their meeting with the PRP.</p>
<p><b>6. Project Planning</b></p> <p>Dianne Haley was introduced to the Board. Dianne was brought in to produce a project plan to give IMPRESS an indication of the steps that would need to be taken to form the regulator.</p> <p>A draft project planning report was presented to the Board.</p>
<p><b>7. The Standards Code</b></p> <p>It was noted that IMPRESS had been invited for a meeting with RFC.</p> <p><u>It was agreed that WM and JH would attend a meeting.</u></p> <p>The assumption from the Board was that IMPRESS would use the Editor’s Code as a starting point and add guidance to it.</p>
<p><b>8. Complaints-Handling Procedures</b></p> <p>Board received draft complaints handling scheme. It was noted that further work would need to be carried out in this area.</p>
<p><b>9. IPRT</b></p> <p>There was a discussion about the options available for IMPRESS’ funding if IPRT is granted charitable status.</p>
<p><b>10. Expenses Policy</b></p> <p>Expenses policy received.</p>
<p><b>11. Any other business</b></p> <p>None</p>