

**Meeting THREE**  
of the  
**Directors of The Promise Scotland (SC693269)**  
21<sup>st</sup> July from 14:30-15:30 by Microsoft Teams

**MINUTE**

**Attendees**

Fiona Duncan (FD)	Chair of the Board
Jackie Brock (JB)	Board Member

**14:30 – 14:35      Item 1.                      PURPOSE OF MEETING**

Fiona welcomed Jackie to the meeting of the Directors of The Promise Scotland non-statutory company. It was agreed that the purpose of the meeting was to progress recruitment of non-executive directors and the Chief Executive.

**14:35 - 14:45      Item 2.                      MINUTE OF MEETING ONE 11-05-22  
AND ACTION POINTS**

The minute of Meeting TWO had been agreed, with updates on the actions to be considered at a later meeting (FIVE), to allow Meetings THREE and FOUR to focus on recruitment.

**14.45 – 15.05      Item 3.                      NON-EXECUTIVE RECRUITMENT**

The Directors reviewed Paper 1 and agreed to invite the five candidates grouped as strong ⇔ middling to a conversation to explore their suitability to join the Board, and not to interview any of the candidates in the 'weak' grouping as weak.

The Directors passed a resolution to appoint Philip Rycroft and Jim Savege.

- 💡 Action: FD to draft the conversation points for the meetings with candidates
  - 💡 Action: FD to advise Morag Burnett, the Head of Governance and Operations that the Board passed a resolution to appoint Philip Rycroft and Jim Savege and to progress the paperwork.

The Directors reviewed Paper 2 and discussed all twenty one applications. They agreed to invite five candidates to an interview. This included all in the strong category and the top two in the good category.

The interview panel was agreed as was the process to consider any recommendation to appoint.

No matters were raised.

**DATE OF THE NEXT MEETING**

8<sup>th</sup> August 2022