

**Institute of Physics and Engineering in Medicine**  
**Board of Trustees Meeting**  
**held on 24<sup>th</sup> April 2025**  
**at the IPEM Office, York**

**SUMMARY MINUTES**

<b>Present</b>		
Dr Jason Wilde	JW	Independent Trustee (Interim Chair)
Mr Mark Knight	MK	Member Trustee, President Elect
Mr Matthew Dunn	MD	Member Trustee
Dr Fiammetta Fedele	FF	Member Trustee, Director of STERIC
Dr A (Mani) Mannivannan	MM	Member Trustee
Prof Carl Rowbottom	CR	Member Trustee, Director of PSC
Ms Valerie Jolliffe	VJ	Independent Trustee, Honorary Secretary
Mr Paul Wilde	PW	Independent Trustee, Honorary Treasurer
<b>In attendance</b>		
Ms Gill Collinson	GC	CEO, IPEM
Dr Jemimah Eve	JE	Director of Policy and Impact, IPEM
Mr Paul James	PJ	Director of Communities, IPEM
Ms Katherine Bunting	KB	Director of Education and Professional Development, IPEM
Ms Debby Cumming	DC	Head of Finance, IPEM
<b>Apologies for absence</b>		
Dr Anna Barnes	AB	Member Trustee, President
Claire Sharpe	CS	Deputy CEO

- GC discussed current performance against Long Term Strategy, which was agreed in October 2023. It was agreed to exit the Long-Term Strategy.
- GC discussed a Short to Medium Term Plan, in which a restructure of IPEM staff was proposed. It was agreed to progress with the Short to Medium Term Plan.
- Organising committee is now in place for STEF2026, a paper outlining proposals will be presented at July Trustee's meeting.
- FF confirmed an audit underway of the 35 Task and Finish Groups, with better reporting into STERIC.
- Draft of the annual report was shared, comments to be received ready to be finalised for mid-May publication to all members.
- Member Trustee recruitment is underway, with 3 roles available.
- FF volunteered to be the EDI rep on the Board of Trustees.