

**BRITISH FILM INSTITUTE  
BOARD OF GOVERNORS**



**M I N U T E S**

**14 NOVEMBER 2007**

Minutes of the meeting held from 1030 to 1305 on 14 November 2007 at the BFI,  
21 Stephen Street, London W1T 1LN

**Present:**

Anthony Minghella CBE (Chair)  
Shami Chakrabarti CBE  
Elan Closs Stephens CBE  
Peter Foy  
Lizzie Francke  
Stephen Frears  
Leslie Hardcastle OBE  
Roger Laughton CBE  
Caroline Michel  
Peter Watson (part of meeting)

**In attendance:**

Amanda Nevill, Director  
Eddie Berg, Artistic Director, BFI Southbank  
Paul Crake, Head of Policy & Corporate Affairs  
Nick Mason Pearson, Director of Press & Public Affairs  
Jill McLaughlin, Director of Resources & Planning  
Heather Stewart, Cultural Programme Director, UK-Wide  
Jeanette Wilkins, Finance Director  
Richard Brousson (Secretary)

**Apologies for absence:**

John Akomfrah  
Tim Angel OBE  
Eric Fellner CBE  
Sam Taylor-Wood

**1 DECLARATIONS OF INTEREST**

Peter Watson declared an interest in the proposed transfer of film sales  
(see Minute 10, below).

**2 THANKS: JOHN AKOMFRAH AND ELAN CLOSS STEPHENS**

The Chair noted that this would be the final scheduled meeting for  
Governors John Akomfrah and Elan Closs Stephens whose terms of  
office were ending. He thanked them both on behalf of the Board.

### **3 MINUTES OF THE MEETING OF 17 OCTOBER 2007**

The Minutes of the meeting of 17 October 2007 were approved as an accurate record.

### **4 MATTERS ARISING**

5: Clarification was requested on the current and proposed number of titles to be screened at BFI Southbank. Eddie Berg estimated that it was currently c.750 titles, and it was proposed to reduce this by 15% to c.600. He would provide a report to the next Board meeting which would also show attendances at the National Film Theatre over the last five years.

*Action: Eddie Berg*

### **5 SOUTHBANK TECHNICAL STAFFING**

The Report was noted. Eddie Berg will report to the Board of Governors on the outcome of the Review in the New Year.

*Action: Eddie Berg*

### **6 DIRECTOR'S REPORT**

The Report was noted.

### **7 NATIONAL FILM CENTRE**

It was agreed that:

- a) the procurement process for the external project managers and cost consultants should commence, and a notice of intended procurement should be placed in OJEU on 21 November 2007;
- b) subject to confirmation of Treasury approval for funding, the procurement process for the architects should commence, and a notice of intended procurement should be placed in OJEU on 28 November 2007.

*Action: Jill McLaughlin*

### **8 ARCHIVE & COLLECTIONS**

The Board noted the report and presentation, and congratulated the staff concerned.

### **9 MANAGEMENT ACCOUNTS**

The report was noted.

*Peter Watson left the meeting at this point.*

### **10 FILM SALES**

It was agreed that:

- a) the BFI's external auditors would be commissioned by Paul Crake to review the outsource process and to comment on the financials;

- b) Paul Crake would also prepare a brief report on how other similar bodies handle conflicts of interest, and would report back on the Charity Commission's view about whether the proposed outsourcing would constitute a payment to a Governor which would then require the BFI to make an application for an Order to permit it;

*Action: Paul Crake*

- c) Jeanette Wilkins/Lisa Rowe would amend the comparison of the tenders by including the companies' proposals for the long tail for less well performing titles, video on demand and download;

*Action: Jeanette Wilkins/Lisa Rowe*

- d) these matters would be reported to the next meeting of the Audit & Governance Committee which would make a recommendation;

*Action: Paul Crake*

- e) Paul Crake would then contact each Governor with the recommendation and ask for their approval;

*Action: Paul Crake*

- f) If the recommendation is approved by a majority of Governors then staff will implement it.

*Action: Paul Crake*

## **11 THANKS: ANTHONY MINGHELLA**

Deputy Chair Roger Laughton noted that this would be the final scheduled meeting for the Chair, Anthony Minghella, whose term of office was ending. On behalf of the Board he thanked Anthony for his leadership of the BFI during a very difficult period and for his many successes.

The meeting closed at 1305.

Richard Brousson  
BFI Legal Counsel