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| Meeting | Extraordinary Board of Directors (Studio Closure) |
| Date & Time | Monday 20 th April 2020 from 3.30pm – 4.30pm by Skype |

Agenda

| | Description | Paper | Lead | Timing |
|---|---|-------|------------------|--------------|
| 1 | Welcome and Apologies for absence | | Chair | 3.30 3.35 |
| 2 | Declaration of any Personal or Business Interests for items on the agenda | | | |
| * | Studio Closure Business | | | |
| 3 | Update on any RSC Discussions /Correspondence | | Chair/AS | 3.35 3.40 |
| 4 | Studio Closure Progress Report (Feb/March) | | Chair/AS | 3.40 3.50 |
| 5 | Studio Closure Plan and Risk Register (Documents Review) | | Paul Haseldon | 3.50 4.05 |
| 6 | HR Update <ul style="list-style-type: none">• Staffing• Redundancy matters | | Vickie Sumner | 4.05 4.20 |

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|---|---|--|-------|--------------|
| 7 | Any Additional Urgent Business | | | 4.20 4.30 |
| 8 | Date and Time of Next Meetings Tues 12th May at 5.30pm but time now TBA (Full Board) Mon 1st June at 5.30pm but time now TBA (Studio Closure Only) | | Chair | 4.30 |