

Trustee Board - Minutes 26th May 2015



In Attendance:	
Trustees	Non-Trustees
Hannah Baker (HB) – Chair	Caroline Bates (General Manager) (CB)
Limor Best (LB)	Pranay Shakya (VP Education & Sabbatical Trustee, and sabbatical trustee elect)
Megan Jezzard (MJ)	Ayo Akinrele (VP Welfare & Community, and sabbatical trustee elect)
Sanjee Perera-Child (SPC)	
Ian Fisher (IF)	
Alan Roberts (AR)	
Kira Cox (KC)	
Adetola Adebisi (AA)	

No.	Agenda Item	Action Responsibility & Date by
1	<p>Welcome from Chair Chair opened meeting</p> <p>Apologies – None received Chair confirmed meeting was quorate</p>	
2	<p>Conflicts of Interest</p> <p>AR - Future of Media Sales Item 8 paper 121</p>	
3	<p>Minutes from last meeting <small>(paper TB116)</small></p> <p>SPC pg. 2 Item 5 change frequently to previously</p> <p>Approved</p>	CB to amend
4	<p>Matters Arising</p> <p>Finance & Audit Committee have not met prior to board meeting due to General Manager's sickness absence</p>	
5	<p>Update on NUS Diagnostic Action Plan</p> <p>Board acknowledged progress made. Emphasis now on need to stay 'friends' with the university whilst still being able to challenge them when appropriate and necessary.</p>	
6	<p>Qtr. 3 Budget Update</p> <p>CB presented report and advised board that due to timing issues</p>	

	<p>some figures are still unconfirmed at this stage</p> <p>Board accepted report</p>	
7 & 8	<p>Staffing & Budget Proposal for 2015-16</p> <p>MJ emphasised that due to RH only being part-time there can be a significant wait until he is available and that if the role was expanded to full time the sabbatical officers would be able to receive more support with training and prep for university committees. HB & LB seconded this.</p> <p>SPC asked for clarification of risk - CB referred board to financial breakdown and budget proposal in next item.</p> <p>AR raised point that 'bigger' SU's with more staff are able to offer more professional support to officers e.g. with writing of technical papers. More staff support leaves officers to become more truly accountable for the role they have.</p> <p>CB presented budget proposal for 2015/16</p> <p>AR asked how conservative the projection for AA membership was</p> <p>CB all income has been budgeted conservatively as we need to better understand our income.</p> <p>IF – Prudent to understate income and overstate spend.</p> <p>Board Agreed amendments to budget.</p> <p>AA – asked for clearer understanding between role of sabbatical officers and role of a staff member. Board clarified that more staff support = more professional qualified support for officers to do their role.</p> <p>AR – VC's office gets committee support so SU should also have this support</p> <p>Board clarified that staff are responsible for delivery and officers are accountable to deliver their mandates.</p> <p>Board APPROVED staffing and budget proposal for 2015/16</p>	
9	<p>Future of Media Sales</p> <p>CB presented paper.</p>	

	Board approved go ahead with Option 3	
11	Urgent Business SPC confirmed her first term would be ending in Sept and will inform Aug board about her decision to step down or stand for a 2 nd term. SPC – thank you to sabbatical trustees for input over past 12 months, IF seconded this and stated he felt they had driven board and the SU forward positively.	

Chair closed the meeting.

Date of next meeting: 27th August 2015