# Trustee Board - Minutes 28th March 2017

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| In Attendance: | |
| Trustees | Non-Trustees |
| Kira Cox **(KC)** – Chair | Steven Cox **(SC)** – Student Activities and Engagement Coordinator |
| Jaine Pickering **(JP)** | Caroline Gago Bates (CGB) (General Manager) |
| Carys Jones (**CJ)** | Will Ward (WW) (Sports Administrator) |
| Ayo Akinrele (**AA**) | Fiedhelm Doolin (FD) VP Education elect) |
| Aria Jobbins **(AJ)** | Jack Johnson (JJ) (President Elect) |
| Abdurahman Yahye Nur **(AYN)** |  |

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| **No.** | **Agenda Item** |
| 1 | **Welcome from Chair**  Chair opened meeting |
| 2 | **Apologies**  Pranay Raj Shakya (**PS**)  Justine Dyson (**JD**)  Chair confirmed meeting was quorate  **Conflicts of Interest**  None declared |
| 3 | Chair led board in an introductory exercise for new trustees |
| 4 | **Minutes from last meeting (paperTB181)**  **Agreed** as a true and accurate record with the addendum of a requested update from **PS** on the Modern Foreign Languages Programme |
| 5 | **Matters Arising Tracker (paperTB182)**  Only outstanding item to be completed for May board is the Delegation of Authority matrix |
| 6 | **Union Direction & Capacity Discussion**  **CGB** introduced the item stating that this was an initial open ended discussion on how we take LHSU forward once our strategic plan runs out in 2018.  She demonstrated comparative examples of staffing structures from other SU’s and asked trustees to consider what the scope of activity of LHSU should be considering our limited resources.  The following points were made in the discussion:  **AJ**- Could we look into establishing community reps, working in conjunction with LSU?  **JP** – need to link strategic development with risk and reputation management  **CGB** – Could utilise current students as volunteers to deliver key aspects of service.  **AJ** – Need to incorporate student ideas about future direction of LHSU via such things as focus groups  **CJ** – Where are we up to in terms of strategic plan?  **CGB**- Need to remodel and revisit some of the KPI’s because they were devised when previously no strategic plan was established.  **CJ** – We are in a positive position by not having commercial services, SU’s bars have been losing money nationally.  **JP** – We could devise an open question survey to gauge student opinions.  **CGB** – Need a combination of focus groups, probably best to use independent company.  **AJ** – Could use students who need research skills experience to undertake surveys. |
| 7 | **Finance Report (paperTB183)**  **CGB** presented the Quarter 2 accounts  These were approved by the board |
| 8 | **President’s Report(paperTB184)**  **KC** introduced her report and talked about **PS** (Vice Presidents’ Education) work in his absence.  **AA** introduced his work, stating how glad he was that it is likely that LHSU will be represented at all 4 NUS liberation conferences. He also commented on the NSS boycott. |
| 9 | **General Manager’s Report(paperTB185)**  **CGB** introduced her report and highlighted that the Union was to be audited as part of the university wide internal audit. Concern was expressed about the terms of reference for the audit with its emphasis on recreational activities. **CGB** to follow up with University Secretary |
| 10 | **Staffing Matters (paperTB186 & TB187)**  SC and WW left the meeting.  Reserved papers |
| 11 | **General Manager Coaching & Appraisal**  Verbal update from **KC** re coaching for **CGB** |
| 12 | **Trustee Recruitment Update**  **CGB** updated board on recent trustee recruitment process |
| 13 | **General Manager Trustee Board experience**  Board agreed for **CGB** to apply for trustee positions on other boards |
| 14 | **Urgent Business**  None Raised |

**Chair closed the meeting.**

**Date of next meeting : 30th May 2017 – 5.00 pm**