



A MEETING OF THE BOARD OF TRUSTEES 2013-14 WAS HELD AT 5PM ON 20 MAY 2014 IN THE BOARD ROOM

28 MAY 2014

BT-143-M1

MINUTES

Present: John Palmer (Chair), Josh Hurrell, Zak Evans, Helen Crossley, Paul Nanson, Michael Pearson, Sam Minnitt, Lemuel Valdez, Gideon Adekunle, Mark Dunkley.

In attendance: Andy Parsons, Louisa Allen.

1. **Apologies:** None.
2. **Register of interests.**
Any updates please notify LA.
3. **To approve the minutes of the previous meeting and to deal with matters arising not elsewhere on the agenda – BT-142-M2.**
RNIB issue to be deferred to next Board.
The minutes were approved.
4. **To receive a financial update including April management accounts – ZE/AP.**



April Management
Accounts.pdf



Financial-Commentar
ymay14.docx

ZE presented the update.

DT: Shops always run out of stock on Sunday, is there anything that can be done about that?

Co-op deliveries are twice a week. **AP will raise the issue.**

In May we are normally down, so this is a slightly better position.

AP presented the Capital proposal. We will be putting money into the reserve as required by the Board.

SM asked about the VAT position. There has been very little progress, as is the norm for HMRC processes. It is likely to be several months. If we lose the case then it will be a considerable cost for us, c£150k per year in additional VAT. We have accounted for this in our bid to the university.

The Board approved the capital proposal.

5. **To discuss the recent changes to the Constitution.**
The proposal to Council was rejected. SM explained that the constitution contradicts itself (in terms of paragraphs and schedules) to some extent in the wording, for example in the selection of representatives by halls.
There were also some issues on clarity of the issue at the timing of the vote.

The next step is to change the paragraphs but this will take another 6 months. The proposal is to keep the paragraphs and change the schedules – the paragraphs need flexibility; the schedules outline the particulars. The schedules were not rejected.

AP proposed that SM and any other interested parties meet to discuss the details.

The Board approve the proposal for a sub group – a note of the proceedings will be circulated to the Board. There is another Council meeting booked in next week.

6. To note the staff survey feedback



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AP presented the proposal following the staff survey results. The biggest issue raised by the staff survey was pay; we propose to support the 'living wage' standard. This means raising the grade of the lowest paid professional staff so they are above the living wage standard. This currently applies to around 15 staff, with a few supervisor level staff also requiring a small upgrade. This will be approx. £10k in total. If our trading persists or we get a favourable decision on the fee bid, we will present further proposals at future meetings. SM asked about student staff rates. We currently pay the full adult 21+ minimum wage to all of our student staff regardless of age.

The Board approved the proposals.

We are on target for IIP Gold at our review in November 2014.

7. To receive a report on Strategic objective 4 – JH.



Strategic-Objective-
4.docx

JH presented the report. We have devised a set of participation targets for the next academic year, with a lead exec member and a working group of students. GA asked about the language café and why it has not been publicised very well, as he was unaware of it. This is an Action project and more resources will be devoted to it in future. DT asked about student groups using our branding etc – yes, if they fulfil certain criteria. MP asked about where these groups will be placed. Some will be under sections, eg LLGBTQA would fall under Welfare & Diversity. They will all be under a named sabbatical and have staff support. Current societies would not move category. Some Action projects eg Heads Up!, some Enterprise activities, some activities that are short-term. Next meeting we will discuss Objective 7.

6. To receive and approve a report from the Executive – JH.

JH presented the report.

SM asked about articles being suppressed in *label*. HC reports that she is not aware of this and requests that the individuals concerned raise the issue directly with her.

SM is concerned about the removal of the requirement for LSU Media coverage to be balanced from the constitution. HC reports that the constitution has been simplified and each section is to make its own constitution, which will include such a requirement. SM is invited to discuss outside this meeting with HC.

7. To receive and approve a report from the Union Director - AP



Union-Directorreport SUEI-Report-comm
-may-2014(2).docx ntary.docx

AP presented his report. The Board approved the report.

8. Any items referred to the Board from Union Council and vice versa:

The discussion is deferred to the next meeting in light of the issues with Council.

9. Institutions.

- University:



Unibid-2014v10(1).pdf

- We will hear the result of the Bid process tomorrow and this will be circulated to the Board in due course.
- College:



BOT College
Sabbatical Proposal.d

JH presented the update. The appointment would be for this year, with the election process in place for next year. The service level agreement will be emailed round for comment, limit one week.

10. Any other business.

Paperwork – Barclays paperwork is being delayed by Barclays, possibly until Christmas.

VP Welfare & Diversity – JH presented the paper. SM suggested that there needs to be a process in place to be followed in cases such as these. MD stated that the student body needs to be informed. SM suggested that it be taken to the next Council; ZE believes that this is not the best course of action due to the uncertainty around Council. MP stated that he believes the student body would accept the Exec and Board's decision rather than a relatively small voting population of Council. PN stated that running needs to be a considered matter and not decided in a week. The panel will include a member of the Welfare section. Interviews to take place in the last week of term in June.

The Board agreed that option 2 was the best course of action.

Board Lay Member – We need to recruit a replacement for MP as he retires his position at the end of this academic year. JP and AP will meet to discuss.

President's Dinner – a date for your diaries: 18 July. Prior to the Grad Ball, Board members are invited to the dinner. Please RSVP with dietary requirements to allymcdonald@lsu.co.uk.

European Elections – SM wishes LSU to advertise the election; this is in hand. MP suggests inviting MEPs to speak. LV has organised such events before.

11. Date of next meeting – Tuesday 24 June at 5pm.