



SU Board of Trustees Minutes

Time:	17:00 – 19:00
Date:	25 th January 2016
Location:	Russell Room
Trustees Present:	<ul style="list-style-type: none"> • Monique Bell, Mature Students' Officer [MB] • Osamah Aiar, Anti-Racism Officer • Laila Ahmed, Disabled Students and Carers' Officer • Hannah Slydel – Co-President Democracy & Education • Tom King – Co-President Welfare & Campaigns • Saul Jones – Working Class Students' Officer • Caitlin Comins – Accommodation Officer • Imrane Trocme – LGBTQ Officer • Jonelle Twum – Womens' Officer • Isobel Annan – Environment Officer • Aida Balafkan – Womens' Officer • Jovian Salak – Campaigns Officer • Matija Vlatkovic – Academic Affairs Officer • Juhi Verma – International Officer • Lizzie Wright – Sports Officer • Mohamed Taha – Postgraduate Research Office • Sophia-Dasol Choi – Postgraduate Taught Officer
Others Present:	<ul style="list-style-type: none"> • Peter Baran – General Manager • Amy Dawson – Governance and Communications Coordinator

Agenda Item	Who	Discussion/Action
1. Minutes of the Previous Meeting		The minutes were approved
2. Matters Arising		<p>Regarding the ongoing complaint, it was agreed that within 7 days the mature students' officer, the black officer, a working class students' officer and a women's officer would form a working group with a sabbatical officer. This group would feed into the next Trustee meeting with a recommendation.</p> <p>Action: HS to contact the relevant officers requesting their involvement.</p>



		<p>Regarding Student Staff and the Governance Review, it was agreed that TK would follow up on this item and create a working group to feed into the governance review and feed into the next meeting.</p>
<p>3. Finance Report and Update</p>	<p>PB</p>	<p>PB updated the board on the Union's finances. He reported that the Union's spending by this time is in line with previous years (around 60%).</p> <p>The group discussed the fact that the entertainments budget was over by 45%.</p> <p>A request for a breakdown of ents spending was approved, to be taken to the next finance committee for review.</p> <p>Action: PB to report a breakdown of ents spending for the next Finance Committee</p> <p>A request for comparative data including previous years to be presented to the board was also approved.</p> <p>It was proposed that for each event costing over £500, or any external event, that a budget risk assessment be completed.</p> <p>Vote on the proposal: Unanimously passed</p> <p>ACTION: Sabbatical officers organising events costing over £500 to complete a risk assessment for the budget.</p> <p>A discussion about the success of the participatory budgeting initiative followed. PB commented that a number of claims were never made for successful applications.</p> <p>It was suggested that a timescale for claiming the money be introduced. The timescale would be 2 weeks after an event, or by the end of term.</p> <p>Vote on the proposal: Unanimously passed</p> <p>The finance committee was formed with a membership of the sabbatical officers, SJ, IA, LW as well as PB and the commercial services</p>



		<p>manager.</p> <p>Action: AD to organise a Finance Committee meeting for after Reading Week.</p> <p>PB reported on the current bank account figures.</p> <p>MV asked whether staff working past midnight were able to get taxis home. A discussion followed regarding the Union policy on this & TK suggested it be a part of the student staff working group's portfolio.</p> <p>It was agreed that up until the point at which the student staff working group come up with an alternative proposal, bar staff working past midnight are empowered to take a taxi home.</p> <p>Vote: Unanimously in favour</p> <p>A discussion also followed regarding bar prices and whether there was a way bar prices could be lowered.</p> <p>A request for a breakdown of stock and wages to be taken to finance committee was made.</p> <p>Action: PB to create a report of bar & shop stock and wages for the following Finance Committee</p>
4. 2014-15 Audited Accounts	PB	PB gave an overview of the Union accounts. He explained the context of the yearly audit, and highlighted some mistakes discovered so far which would be put right.
5. Risk Evaluation & Register	PB	PB gave the context of the Union's risk register. The Trustees spent some time filling in a risk register, to be turned into a final document. ACTION: PB to create final risk register to be voted on at the next Trustee board.
6. Sabbatical Post	TK	TK gave the context of the new sabbatical post currently being proposed to the School for funding. He explained that the funding wouldn't be guaranteed until March 8 th , after the elections



		<p>have already taken place. He proposed that the Union should fund the post if the School decides not to.</p> <p>HS highlighted that there was a large mandate for this role following a UGM vote.</p> <p>A discussion occurred regarding what the Union will do after the first year of funding should the School say no. The group also discussed similar roles at other Unions & how this role would hold the School to account more.</p> <p>OA asked if there were any rules on the criteria for who can run for the role. HS said there weren't, but it would be discussed in the governance review.</p> <p>Vote on whether the Union should fund the post if the School decide not to: UNANIMOUSLY PASSED.</p>
<p>7. Governance Review Update</p>	<p>HS</p>	<p>HS reported that focus group dates had been set and the Trustees would be asked to play a vital role in the review.</p> <p>PB said other Union structures would be brought to the next meeting, as well as the results from focus groups.</p>
<p>8. Any other business</p>		<p>TK stated that the Board hadn't taken a decision as to whether the Trans* Officers are trustees.</p> <p>PB highlighted that in the constitution it states there must be a cross campus ballot.</p> <p>IA suggested it could be something looked at in the Governance Review</p> <p>TK suggested they be invited as observers.</p> <p>ACTION: AD to invite the Trans* officers as observers to the next meeting.</p> <p>IA reported that Solar SOAS had been</p>

		<p>approached by People and Planet to invest in a community energy project with indigenous communities.</p> <p>PB explained that this would be Ultra Vires.</p>
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