

Minutes of UWESU Trustees Meeting

4th April 2012 at 5:30pm

Present:

Trustees:	Colin Offler (CO)	President & Chair
	Ariana Alexander-Sefre (AS)	VP Sports
	Louise Goux-Wirth (LG)	VP Community & Welfare
	Olly Reid (OR)	VP Education
	Peter Brasted (PB)	Trustee
	Craig Pocock (CP)	Trustee
	Hayley Wright (HW)	Student Trustee
	Chris Nicholls (CN)	Student Trustee
	James Clune (JC)	Trustee (Elect)
Apologies:	Safi Henderson (SH)	VP Societies & Communication
	Jonathan Bradley (JB)	Trustee
In attendance:	Hugh Boyes (HB)	General Manger
	Alex Bright	Project Co-ordinator (for 04/12)

The Chair welcomed James Clune to the meeting as a Trustee (Elect).

01/12 Minutes of the Previous Meeting:

Agreed the minutes of the meeting held on 8th December 2011.

02/12 Matters arising:

HB confirmed that action points under 28/11, 51/11 & 56/11 had been carried out.

57/11: The information concerning the Glenside Student Centre had only been sent to members of F&GP committee. A paper will be prepared in June for consideration at F&GP and then at the subsequent trustee meeting.

59/11: As the funding for the 5th officer had been agreed by the university, there was no need to circulate the paper about the VP C&W funding. CP & CO confirmed that the position of the General Manager had been made permanent.

AS joined the meeting at this stage

03/12 Report from Elected Officers:

The elected officers gave a verbal update. PB requested that in future a brief written report should be sent out with the papers for the meeting. It was agreed that this would be done in future.

Action: Elected officers to provide brief written reports for future meetings.

04/12 Report from the General Manager:

The reports from the General Manager, Trading Services Manager and Membership Services Manager were noted.

It was agreed that the Bye Election for the Bower Campus Officer should be held in the Autumn Term.

At this stage Alex Bright joined the meeting and gave a brief presentation about the new building project and answered questions.

05/12 Report from Staff Committee:

Report from Staff Committee was noted.

06/12 Report from Finance & General Purposes Committee:

Report from F&GP Committee was noted.

07/12 Election Report

After some discussion it was agreed that the trustees were satisfied with the performance of the Returning Officer and that no further review was necessary.

It was also agreed that an appeals process should be incorporated into the election rules to allow an appeal if new information came to light.

CN had to leave the meeting at this stage.

08/12 Officer Contract of Employment

After discussion it was agreed that some procedure should be in place to deal with situations where performance is falling short of that expected, but not a position of gross misconduct. It was agreed that CP would draft a procedure to address that issue and the revised contract would be circulated to all trustees.

Action: CP to draft procedure, HB to circulate to all trustees.

09/12 Report on Incorporation and trading subsidiary

Report noted after some clarifications.

10/12 Objectives and Management of the General Manager

It was agreed that CO & CP would agree the objectives with HB and these would then be circulated to all trustees..

Action: CO & CP to agree objectives with the General Manager.

11/12 Format of next Board Meeting

It was agreed to try to move the meeting to the week commencing 18th June so that a combined meeting of incoming and outgoing officers could be held. It was also agreed that an informal element to the meeting might be helpful.

Action: HB to organise.

Any other business

CO requested that he be given permission by the trustees to approach a former UWE governor who he thought would be a good candidate to be a trustee of UWESU. CO read out a brief resume of the person in question. It was agreed that CO should approach the person to see if they were interested.

Action: CO to approach potential trustee.

The meeting finished at 7:15pm

Time and date of next meeting: To be agreed