



Minutes of UWESU Trustees Meeting

08th December 2010

Present:

Trustees:

Colin Offler (CO) – SRC President
Gail Wilson (GW) – SRC Vice President
Nadia Harding (NH) – Sports President
Terry Atkinson (TA) – Activities President
Craig Pocock (CP) – Trustee Elect
Ben Lock (BL) – Trustee Elect
Peter Brasted (PB) – Trustee Elect

In attendance:

Hugh Boyes (HB) – Acting General Manger
Helen Pugh (HP) – Campus Administrator.

14/10 Minutes from the previous meeting:

Minutes of the previous meeting of the 30th September 2010 were agreed.

15/10 Matters Arising

There were no matters arising.

03/10 Report from Elected Officers

Each of the Sabbatical officers gave verbal reports from their areas, and discussed the outcomes of the AGM and how that effected UWESU.

17/10 Report from the Acting General Manger

HB Submitted a written report and answered questions. In addition to this report HB informed the meeting of the new web based complaints procedure and that he is soon to be arranging a meeting regarding trade-marking the UWESU brand with UWE Marketing.

UWE has not yet informed UWESU what the decrease will be in the block grant for next year. We should know by January or February 2011 when the University get their HEFC funding through.

Action: HB to bring a draft budget for 2011-2012 to the next meeting.

18/10 Report from Staffing Committee

Written report received.



19/10 Finance and General Purposes Committee

A written report was received. HB also added that he has received a quote for Trustee insurance that will go to the next F&GP meeting.

There was a discussion about retail sales in general and hoodie sales.

Action: HB to take a hoodie sales comparison for August 09 – August 10 to the next meeting of Finance and General Purposes.

20/10 Implementation of the new constitution

A written report was received and GW took questions from the Trustees.

21/10 Options for legal persona of UWESU.

A written report was received. Please note that this should read 'incorporate' not 'register'.

Action: HB to do further research into incorporation, and bring a report to the next meeting.

Action: HB and Sabbatical officers to discuss help towards the costs of this at their next meeting with John Rushforth

22/10 SUSS pension consultation

A written report was submitted. There is currently an informal staff survey on this, the results of which will go to the next F&GP meeting.

Action: HB to report back to the next meeting.

23/10 Budget Savings

HB gave out a paper on budget savings and took questions from the Trustees.

Action: HB to include this in the Budget plan 2011-2012 and to come to the next Trustee meeting with a range of options.

24/10 Objectives and Management of the General Manager

Written report received and options were discussed. Option 1 was agreed.



The sub-committee will be made up of the board of trustees. There will be a standing agenda item where the General Manager and Campus Administrator will leave the meeting so there can be a discussion.

The external trustees were given a brief verbal up-date of the recruitment timeline and interview days: 27th-28th January 2011.

PB offered time to help with the interviewing process if needed.

Action: GW to invite external trustees out to dinner to meet the shortlisted candidates.

25/10 Future Staffing Structure

Written report received and discussed. Research into media and IT starts in January. Research into media sales starts next week, this could either remain with an external company or be brought back in-house.

There was a discussion on outsourcing functions to UWE however, it was noted that this could potentially have more of a negative financial affect to UWESU.

Action: Proposal to come to the next meeting as part of the budget submission.

24/10 Any Other Business

Membership Services Manger submitted a flights request for NUS Conference travel.
This was agreed.

It was requested that the external trustees submit a personal profile and a picture to HB by the end of the month. This should include: Name; background; why you wanted to be a trustee and an interesting fact about yourself.

Next Meeting will be at 5:30pm on Thursday 31st March 2011