

LEEDS TRINITY STUDENTS' UNION TRUSTEE BOARD MINUTES

7-12-19

Present

Laura Edmonds
Rhiannon Matthews
Zoha Shah
Ammarah Pandor
Andy Blunt

In attendance

Simon Law (Secretary)
Matt Webber (General Manager)

Apologies

Jonathan Glazzard
Jo Johnson

Absent

Christopher Dow

Actions

Action: CD to report back to board regarding how he is supporting the development of societies.

Action; SL to get skills audit forms off CD and JJ.

Action; SL & MW Board diversity survey sent to all board members.

Action; Diversity, skills audit to be added on the agenda for board members annually at development day.

Action; SL to plan January TAFG meeting

Action: SL to highlight calendar to all members of societies.

ZS confirmed there were no conflicts of interest.

1. Minutes from the last meeting:

22-10-19 minutes were approved.

2. Officer Goal Update

ZS offered to take goals as read.

Car Parking was raised by board- ZS covered the current status and risk to green spaces. ZS agreed to keep this in the discussion with the University.

ZS explained the creation of a panel to address hidden course costs.

Board shared a recent rebrand of 'Black Attainment Gap' at LUU.

CD

ZS offered to talk about Chris's goals in his absence.

The board discussed the current status of society socials. MW shared the staff changes that were made to support the aims of society support.

Course representation feedback was shared. ZS shared the developments planned for course reps.

Action: CD to report back to board regarding how he is supporting the development of societies.

Action: SL to highlight calendar to all members of societies.

Board reflected on positive actions that CD has taken within his campaigns.

3. GM report with KPI dashboard

MW reflected upon the growth of the organisation and the staff that have been employed.

MW asked board to approve staff budget updates– **Board approved** wage and contract for KS and HR as outlined by MW.

MW outline the support from the auditors with BE. MW asked the board to approve the continued use of Watson Buckle as our independent examiners for another year- **Board approved**

MW shared HW success at gaining a record amount from external sources for a mental health project.

General election; FN has agreed to a voter registration and polling day partnership with the university. Including sourcing funding.

Student committees; We have put forward a proposal to lead on this project. A decision on this is pending.

4. Policies

Volunteer policy- **Board approved**.

5. Management accounts

MW discussed the management accounts with board.

6. Annual Report

MW discussed the annual report with board. MW noted the accounts time frame differed from budget. This would be rectified in the following accounts.

Board noted the absence of membership body of external examiner.

Action; MW to update the annual report with the membership body of the external examiner.

7. Governance Scheduler

The Board noted the Governance Scheduler.

Actions; SL to get Skills audit forms off CD and JJ.

Action; SL & MW Board diversity survey sent to all members

Action; Diversity, skills audit to be added on the agenda for board members annually at development day.

Action; SL to plan January TAFG meeting

LE, ZS, AP are to set up the new task and finish group

AOB

Board reflection time

Next Meeting- February 13th, 6pm, LC1-28, LS18 5HD.