

LEEDS TRINITY STUDENTS' UNION TRUSTEE BOARD MINUTES
Thursday 26th January 2017 5.15pm
Venue: Leeds Beckett Students' Union

Present:

Joshua Clough (Officer Trustee)
Stephanie Little (Officer Trustee)
Kate Mackenzie (External Trustee)
Jack Mudge (Student Trustee)
Matt Robinson (Student Trustee)
Andrew Walker (External Trustee)

In Attendance:

Matt Webber (General Manager) (Minutes)

1. Welcome from the Chair

Steph welcomed the Trustees to the meeting.

2. Apologies for Absence

Apologies were noted from David Howarth and Georgia Wood

3. Finance Training led by David

It was agreed this would be moved to a future meeting of the Trustees.

4. Approval of previous Trustee Board Minutes December 2016

The minutes of the last meeting were approved.

5. Matters Arising

No matters arising.

6. Declaration of Conflict of Interests

Jack explained his intention to run for elected officer and asked that if anything came up regarding the Elections in discussion that could give him an advantage over candidates that he leave the room.

7. Sabbatical Officer Goals Update

Steph provided an update on her goals for the year. She explained that the Dog room supported by Guide Dogs for the Blind would take place in March. She had led on knitting events for students as part of 'Give it a Go' and intended to run these again. Steph was also supporting the Sport Development Team on funding from Sport England. She felt SU on Tour had gone incredibly well with about 300 responses so far and these had been fed back to the relevant departments. She felt Course Rep training had gone well with many students wanting to take on the Chair role in committee meetings as a result. Student Led Staff Awards had also gone well with 190 nominations so far in the first two weeks and very much on course to beat the previous year's 250 nominations.

Kate asked about student trustee recruitment and Josh confirmed three positions in Summer. Matt W suggested that we may wish to recruit in advance as other Unions recruit 6 – 12 months in advance.

Action: By March to be active in Student Trustee recruitment. (ALL)

Josh outlined his report advising that he had doubled the number of Societies since the previous year. There was still some work to be done on Course Based societies but a potential lead on this was a new Primary Education students activity.

Josh was working on training for the new Sports committees and these would be taking place on 29 March once elections had taken place. There would then be further training planned for September as a refresher/welcome back. Josh also intended for the 'take a stand' work to be part of committee training and that all committee members had undertaken mental health training.

8. General Manager Update

Matt W outlined his update advising we had launched elections for 186 positions, Student Led Staff Awards for the second year and Refreshers events.

Matt W also advised Huddersfield's CEO had moved on to a new role and therefore we may need to find a different Union for Trustees to visit.

Matt W advised discussions were in preliminary stages with the on campus bar to purchase stock through the NUS Purchasing Consortium which could lead to a small amount of income generation for the Union. Matt W also confirmed the AGM date had changed slightly to the 16th February due to feedback on when students were most likely to be on campus.

Action: Matt W to ask other local Unions CEO's if they have a relatively new Trustee Board that the LTSU Trustees could meet

9. Monthly Management Accounts January 2017

The accounts were noted

10. Note the Risk Register

The Board looked at the 'trustee specific' risks and red risks. Kate asked that Matt looks into whether we can utilise vacant space in Fountain's Court.

Action: Matt to look into the Union having a presence in the vacant space in Fountains Court.

11. Any Other Business

No other business

12. Board Reflection time (Board Only)

Next Meeting: Thursday 16th February 5.30pm