



**AberSU**  
**Trustee Board Meeting**  
**22<sup>nd</sup> November 2013**  
**Committee Room**

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**Present**

Ioan Evans (IE) – AberSU President, Chairperson & Trustee  
Mared Ifan (MI) – UMCA President & Trustee  
Laura Dickens (LD) – AberSU Student Support Officer & Trustee  
Grace Burton (GB) – AberSU Student Education Officer & Trustee  
Olivia Prewett (OP) – AberSU Student Activities Officer & Trustee  
Stephen Meachem (SM) – AberSU External Trustee  
Elfyn Jones (EJ) – AberSU External Trustee  
Estelle Hart (EH) – AberSU External Trustee  
Joshua James (JJ) – AberSU Undergraduate Trustee  
Christopher Lloyd-Jones (CLJ) AberSU Postgraduate Trustee  
John Glasby (JG) – AberSU CEO  
Catrin Hopkins (CH) – AberSU Finance Officer  
Andrew Morwood (AM) – AberSU Membership Services Manager

**In attendance**

Annmarie Evans – AberSU Board of Trustee Clerk.

**1. Apologies for Absence**

None

**2. Approve Minutes of Meeting held 13<sup>th</sup> September 2013**

Minutes of the previous meeting held 13<sup>th</sup> September 2013 were recorded as a true record of account.

**Approved by the Board**

**3. Matters Arising**

EH commented that she would like to discuss the CEO KPI's further in the agenda alongside the organisation KPI's.

**4. Officers Assembly Reports**

The Officers gave a brief summary of their previously submitted reports. EH asked that future Officer Reports are presented in one A4 combined report and are linked to the organisation KPI's.

**Action – all officers**

**5. Finance Report**

CH ran through the report and explained that the negative variance was to do with events. The Board requested that future reports include a summary page explaining the finances and any items identified as risks that the Board need to look at.

**Action – CH**

The Board also requested that the budget get re-forecasted on a quarterly basis. EJ will send a copy of the standard format to JG.

**Action – EJ/JG/CH**

## **6. Membership Services Report**

AM gave briefing on his report and it was requested that the Job Description for Sam Reynolds role is submitted to the HR Committee.

**Action - AM**

EH stated that as GFC and HR are sub committees, that the minutes are provided to the Board.

**Action – AE**

## **7. Chief Executive's Report**

JG summarised his previously submitted report. His report covered Finances, Ents, People, Food Offers, Licensing & Health & Safety.

There was a discussion held around the impact of moving 2000 students to Llanbadarn campus and JG stated that they are meeting with the University to see what they can provide as a space for the Union.

Another item that caused concern was the impact of losses on the Events side. JG asked the Board to look at a longer term strategy and proposed the following:

1. A complete withdrawal from regular evening music based events
2. Contracting out of all regular events
3. A very limited programme of low cost free entry events with occasional 'Balls' and other 1 of special events.

The Board held a discussion regarding the above and stated that they would like to see research done on what students would like, not a survey, maybe officers having face to face interaction with the students. A summary sheet of findings is to be presented at the next Trustee meeting.

**Action – Officers**

EH commented that the reports presented to the Board are not linked to KPI's or strategy, they need to see where we are good and where we are not so good, need to view outcomes and inputs from University meetings.

EH stated that she has examples of how this is reported and will send it to JG.

**Action – EH/JG**

## **8. KPI Review**

EH felt that the CEO KPI's were more of a 'to do' list and should be concentrating on broader things like developing the partnership side. She felt that the role should include developing the political side, getting people in to talk, developing a solid strategy and measures. EH will send a SU Plan as an example to JG.

**Action – EH/JG**

## **9. Shop**

The Board agreed (LD voted against) in principal to go forward with Spar proposal on the basis of additional research taking place and finding out what the students actually want. Once the proposal is discussed in the Assembly, unless there are any significant changes, the Board will agree via email.

**Action – JG**

## **10. Staff Performance & Salary Review**

JG gave an overview of his previously submitted report and there was a detailed discussion held. The outcome was that JG will amend staff performance review so that it becomes an annual review and not performance pay related. The Board would also like to see a Grading Structured Salary Scale with spinal points to be provided for the next remuneration committee.

**Action – JG**

AM & AE was asked to leave the room while a discussion was held regarding the proposal for 1% increase in salary for highlighted staff was discussed. The proposal was unanimously approved by the Board.

**Approved by the Board**

## **11. Constitution review, UMCA Constitution, Review Election Plans**

AM gave a briefing of his report and stated that he is very happy generally with the way Autumn Elections went and stated that he had been in touch with NUS to help diversify the candidates who take part. The hope being that more female candidates will run in students' union elections.

EH stated that the NUS constitution is available and it would be useful to set up an adhoc committee trustee board to look at the Governance and Democracy. EH recommended that AM speak to James/NUS in the New Year.

**Action – AM**

## **12. Activities Union Disciplinary Report**

The Board were asked whether they felt any further action was necessary regarding the Cricket Club. It was strongly stated that the situation was dealt with extremely well and no further action was necessary.

### **A.O.B.**

EH stated that she was troubled by the idea that the 5 student officers are required to agree such low spends at GFC Sub Committee and the negative impact this has on staff efficiency and morale. She asked that the Board take immediate action and increase the level of spend that Managers can approve without additional officer sign off to £500. IE stated that there is no issue with the Manager's making a decision to spend £500 as long as their budgets are approved over the Summer via the GFC sub committee. A vote was taken and this was agreed by the Board. (LD abstained).

**Agreed – by the Board**

It was requested that the recommendations that AM made to the GFC Committee regarding internal Governance and decision making be presented in the next Trustee board meeting.

**Action - AM**

The existing financial regulations will be sent to EJ to scrutinise and report his views back to the next Trustee meeting.

**Action – JG/EJ**

The Board discussed the issue with the apparent new University Rules and Regulations on Protesting. The Board were informed that these were not new rules however, the Officer Team, alongside the Student Body will be looking to propose amendments in the New Year.

**Noted.**

**Next meeting to be held Friday 21<sup>st</sup> February 2014, 10am, Picture House**