

TRUSTEE BOARD

Minutes of meeting held on 30th October 2014.

PRESENT:

Mark Bell (Overall President), Declan Sheils (Sports President), Colum Mackey (VP Jordanstown), Sarah Gordon (VP Belfast), Micky Quigg (VP Magee), Aoibheann Fearon (External Trustee), James Copeland (External Trustee – attending via skype), Kellie Murnion (Student Trustee, Jordanstown)

IN ATTENDANCE:

Emmett Mullally (General Manager), Avril Honan (Student Engagement Manager), Clodagh Kennedy (Finance Manager)

APOLOGIES:

Robbie Banham (VP Coleraine), Jim Coyle (External Trustee), Sarah Curran (VP Campaigns and Communications), Serena McLaughlin (Student Trustee, Magee)

14.37 MINUTES OF LAST MEETING

Minutes from the meeting held on 28th August 2014 were approved.

14.38 MATTERS ARISING

NICVA Trustee Board Training – this has been researched and will cost approximately £250. The General Manager agreed to take this forward.

14.39 CHAIRS COMMUNICATIONS

The President noted that the current Marketing and Communications Officer is leaving UUSU this week. He wished Ciara well, and welcomed Karen McKillop.

The Chair welcomed Kellie to the meeting, who is the newly elected Jordanstown student rep, and noted that Serena McLaughlin had also been elected. He further noted that James and Aoibheann had been ratified at the first Student Council of the year.

The President highlighted the recent announcements in relation to budget cuts for the Department of Education and Learning, and their subsequent impact on Ulster University. UUSU have been notified that a 3% in-year budget cut could be imposed if the current budget deadlock is not resolved.

The Overall Executive are planning to lobby the Office of the First Minister and Deputy First Minister, beginning with an open letter.

There is still ambiguity around the level of the cuts, Trustee Board will be kept abreast of ongoing developments.

14.40 UUSU YEARLY ACCOUNTS

The Finance Manager introduced the end of year accounts to the Committee.

Noted:

- For the year ending July 31 2014 UUSU is showing a deficit of £7091, this is in comparison to a £28,000 deficit in the previous year;
- 14% of the total payroll budget is attributed to the pension deficit;
- 47% of the total block grant is apportioned to salaries and wages

An overview of the commercial activity was also provided:

Noted:

- The catering outlets had a successful year in 13-14;
- Shops in Coleraine and Jordanstown both showed a loss

Further noted during the 12-13 financial year UUSU received a reduction on the NUS affiliation fees, as these had now returned to normal the 13-14 accounts show an increase in expenditure in this area compared to last year.

The club bar accounts were presented.

Noted:

- The Coleraine bar ended the year with a £9000 loss, the assets were sold from the closed down premises which earned £8925;
- The first quarter accounts are not yet available, however turnover would indicate that the Coleraine bar is on budget;
- Coleraine catering is now combined with the Coleraine bar;
- The Magee Club bar generated a loss of £10,123 compared to a surplus of £7964 the previous year. As a result of this loss the auditor requires a 'Letter of Support' from UUSU to provide an assurance that it can cover any losses incurred if the bar closes.
- The first quarterly accounts are due within two weeks and will provide a clear update of current performance.

The Trustee Board accepted the accounts.

14.41 NSS ACTION PLAN

The plan was presented by the General Manager for information.

It was noted that the Sports Union have changed their name to UUSU Sport and also adopted the same branding as the Students' Union – this was to ensure students were aware of the linkage between the two.

The action plan was accepted by the committee.

14.42 RISK REGISTER

The General Manager presented the Risk Register.

It was noted that the pension costs and also the recent threat of cuts are the most pressing risks at the moment.

The risk register was accepted by the committee.

14.43 NUS STRATEGIC SUPPORT UNIT

The General Manager explained the background to the NUS Strategic Support Unit. He reported that he had been in contact with the unit and the process would be as follows:

- UUSU would provide information to the Unit for an initial desktop analyses of the organisation
- This would be followed by a two day on-site visit
- Recommendations would be provided within 1-2 weeks
- The brief given to the team would be to carry out an organisational review which would form the basis of our future strategic plan
- Possible dates available at the end of January

The committee approved the invite to the NUS Strategic Support Unit.

14.44 GOVERNANCE THINK TANK UPDATE

The committee were given a brief overview of the Think Tank, which has met twice. The discussion thus far has been on the current structure and how this can best be implemented. The Think Tank has also noted the need for a wider review of structures and organisational effectiveness. This will be carried out as part of the NUS Strategic Support Unit intervention.

14.45 DATE OF NEXT MEETING

TBC, noted however that it will be held outside of normal office hours.