MINUTES OF THE MEETING OF THE UELSU BOARD OF TRUSTEES HELD ON 21 NOVEMBER 2013 IN THE EB.1.39 AT THE UNIVERSITY OF EAST LONDON

1. Present: Friday Obodo (Chair), Edna Chirwa, Mariam Irshad, Lee Rogers, Joe Osborne, Ray Wilkinson, Michail Koufalitakis.

In attendance: Yousuf Joondan, Beverly Crawford, Mark Grayling (Clerk to the Board).

1. Apologies for absence: James Walker, Ali Akgunes, Daniel de Sosa, Sarah Adams.
2. Declarations of interest
3. Members present DECLARED no pecuniary interests or conflicts of interest in relation to any of the agenda items.
4. It was NOTED that Michail had completed a declaration of interest form and that the registration of new trustees with the Charity Commission had been completed.
5. It was NOTED that Helen Powell would take over from Ray Wilkinson, as the UEL appointed trustee, at the end of this meeting. The Board recorded appreciation for the years of service and dedication given by Ray as the first in this role.
6. Minutes of the previous meeting

The Minutes of the Meeting held on 25 July were APPROVED and signed as a true and correct record. There were no Matters Arising from the Minutes.

1. Appointment to Committees of the Board

25/7:4 It was NOTED that Sarah Adams had been appointed to the Appointments & Remuneration, Finance and Audit Committees which raised the issue of workload. It was AGREED to revisit this matter at a future meeting.

25/7:10 It was NOTED that the General Meeting in October had been moved to 30th and that the Union Council meeting in February would now take place on 13th in order to avoid a clash with the UEL Student Experience Committee on 11th.

1. Committees of the Board
2. The notes from Leadership Team meetings held on 22 August, 5 September, 3 October and 17 October were presented by Mariam Irshad, Edna Chirwa, Michail Koufalitakis and Mariam (again), respectively, and RECEIVED. It was AGREED to consult with unions at other universities that have a catering with Chartwells to compare the UEL arrangements and to inform discussions over the problems caused by the contract here.
3. The Minutes from Finance Committee meeting held on 23 October 2013 were RECEIVED.
4. The appointment of Daniel De Sosa to the Evaluation, Ethics & Standards Committee was RATIFIED and it was NOTED that the committee did not meet on 23 October as there were no pressing or substantive agenda items.
5. Annual Accounts 2012/13

(a) The 2012/13 Annual Accounts were APPROVED and signed by the President on behalf of the Board.

(b) The 2012/13 Audit Findings Report, which had also been considered by the Audit Committee that morning, was RECEIVED and the few recommendations NOTED. The Board expressed appreciation for the work done by Bev Crawford and the team to achieve such a good report.

(c) It was AGREED that the President should SIGN the letter of representation with Crowe, Clark, Whitehill LLP in relation to the 2012/13 Annual Accounts and this action was taken.

1. Management Accounts
2. The October management accounts were RECEIVED.
3. It was NOTED that the 2013/14 Block Grant had been reduced by £20K following a difference in interpretation in relation to the costs of employing a CEO.
4. It was NOTED that the 2013/14 budget was to be recast from January 2014.
5. It was NOTED that work was underway to produce a budget and Block Grant bid for 2014/15 ready to negotiations in the New Year.
6. Policy passed by Union Council

Prior to consideration, Friday Obodo stated that he would not be declaring an interest in the item as he had nothing to be gained or lost, by it, personally.

The Board RECEIVED the text of the motion agreed by Union Council on 5 November 2013 as follows:

The Union notes:

1. The title of President is not a reflective title for the role of the position in the Union.

2. The title ‘President’ potentially leads to a false sense of power.

The Union believes:

1. The title of ‘President’ should be changed to ‘General Secretary’.

2. The title of ‘General Secretary’ is more reflective of the role currently referred to as ‘President’.

The Union resolves:

1. Henceforth, the position with the title of President will officially be changed to General Secretary.

2. All instances of ‘President’ in future UELSU publications will instead read as ‘General Secretary’

3. The position and role expectations remains exactly how it is in the constitution. The only thing that changes is the name.

4. For Consistency's sake, the roles with the title of Vice-President will be changed to secretary. The same stipulations will apply, i.e, publications will use new titles and role expectations will stay the same.

5. This policy will be suggested to the Trustees Board for inclusion to the Bye-Laws

After lengthy consideration it was AGREED to note the item with interest, to thank Union Council for the proposal and to refer the matter to a later, comprehensive, review of the Constitution.

1. Volunteering Services

The report was NOTED after being given due consideration.

1. Three –year plan

The final draft of the three-year plan was AGREED after minor drafting amendments.

1. Chief Executive Officer’s report

The CEO’s report was RECEIVED. The FTOs were encouraged to look at the balance of activity and service provision between Dockland and Stratford and to look at securing space at University Square Stratford.

1. Next meeting

The date of the next meeting was CONFIRMED on 29 January 2014 and the Board requested to meet at University Square Stratford. 25 March was nominated as a review meeting and 20 May as a development day.

Signed as a true and correct record……………………………………………………….

Date…………………………………………………………………………………………….

MG/BoT/mg