



## **AUSU**

### **Trustee Board Meeting**

**29<sup>th</sup> April 2013**

**Medrus 1 Room**

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#### **Present**

Ben Meakin (BM) – AUSU President, Chairperson & Trustee  
Carys Thomas (CT) – UMCA President & Trustee  
Jessica Leigh (JL) – AUSU Education officer & Trustee  
Ioan Evans (IE) – AUSU Activities officer & Trustee  
Laura Dickens (LD) – AUSU Student Support officer & Trustee  
Josh James (JJ) – AUSU Undergraduate Trustee  
John Glasby (JG) – AUSU Interim CEO  
Stephen Harrison (SH) – AUSU Interim Finance  
Andrew Morwood (AM) – AUSU Membership Services Manager

#### **In attendance**

Anmarie Evans – AUSU Board of Trustee Clerk

#### **1. Apologies for Absence**

Stephen Meachem and Christopher Lloyd-Jones

#### **2. Approve Minutes of Meeting held 22<sup>nd</sup> March 2013**

Minutes of the previous meeting, held on the 22<sup>nd</sup> March were recorded as a true record of account after the following changes:

Section 5, 4<sup>th</sup> paragraph – spelling mistake on Rhangol – change to Rangol and Rhag – change to RAG

Section 6, 4<sup>th</sup> paragraph – change paragraph to read: The Trustees expressed their disdain at this action, BM & JL left the room whilst the matter was discussed further. IRE was asked to leave the room so that a vote of confidence on the elections being fair and democratic could be made.

#### **Approved by the Board**

#### **3. Briefing from the Chair**

BM welcomed everyone to the meeting and as the meeting was late starting, swiftly moved to item 4 on the agenda.

#### **4. Interim Chief Executive's Report**

JG summarised his previously submitted report. His report covered May Ball, Planning Round, Restructure update, Elections, Finance and Freedom of Information. He also informed the group of the appointments of Andrew Morwood, Membership Services Manager and Jamie Barker, Marketing & Communication Manager.

JG continued to discuss his objectives and explained that with regards to Objective 1, he is looking at using a Jobs Growth Wales Placement for Marketing Assistant with good written and oral Welsh.

Objective 5, Andrew Morwood has been given a set of KPI's to move forward the strategic plan for the Advice Centre and is arranging a 2 day Team Building session for incoming Sabbaticals in July.

With regards to the Finance Report, SH explained that the Charity side is doing really well and although the night time trade is still declining, we are still ahead of the curve.

## **5. Draft Strategic Plan**

JG asked the Board if they had anything to add to the Plan and whether they would be happy to approve it. He explained that the Strategic Plan will carry the organisation forward and out of the plan will come operation plans and KPI's for all staff members.

It was agreed that JG would include:

Any part time voluntary positions will receive training and inductions to the Student Union.

The Draft Strategic Plan was approved.

**Approved – BM, CT, IE, JL, LD, JJ**

## **6. FOI Compliance**

The FOI Policy was approved with the following additions:

If a FOI request is not valid, it may be due to the information already been published. In this case the CEO would inform the student where to find the information.

Bilingual minutes will be available on AUSU Website within 50 days excluding Board of Trustee Minutes which have to be approved at the next meeting then have 50 days to be published.

CT asked the Board to bear in mind that there would be a need for an in house translator from July.

**Approved – BM, CT, IE, JL, LD, JJ**

## **7. Interim Chief Executive's Probation Completion Date**

JG was asked to leave the room while the Board discussed the end of his Probationary period. The Board unanimously agreed that he had done an extremely good job to date and were happy to approve him as permanent CEO whilst ensuring that he was able to pull back from the Commercial side. It was agreed that the Trustees would set his KPI's.

**Agreed – BM, CT, IE, JL, LD, JJ**

## 8. A.O.B

The letter from Adam Robertson was tabled and discussed. It was agreed that JG would reply to the letter on behalf of the Board explaining the following:

- 1) **Elections:** I would refer you to the press statement issued by the Board 28th March on the Union website....."The remainder of the Trustees upheld the elections process and result as valid, whilst acknowledging the reports' recommendations that there are areas requiring urgent attention prior to next year's officer's elections. As such, it was mandated that all current election processes be reviewed before next year.

The Board acknowledged the significant numbers of complaints received, but were satisfied all had been dealt with appropriately by the returning officer, Emily Cannon, and no candidate received any advantage via inappropriate means.

It is the belief of the Trustee Board that Aberystwyth students can have confidence in both the process and the result"

- 2) **Student Assembly:** I note you for your comments. The soon to be published 'Aberystwyth University Students' Union Strategic Plan 2013-16', references concerns with how we ensure fair student representation. It goes on to commit to a full review of democratic structures in 2014.
- 3) **NUS Disabled Conference:** This matter would normally have been handled by a member of Membership Services staff member rather than a Sabbatical Officer. Due to short term staff shortages following the recent restructure, it was left to the Education Officer to deal with. The Board accepts that this could have been better managed. Staffing levels are now back to 'normal' levels and the Board are confident this scenario will not reoccur in the future.

BM updated the Board regarding External Trustees. He explained that he is in communications with the Interim CEO of C.A.T. in Machynlleth and will keep the Board updated. He also informed the group that he would check with NUS whether there would be any suitable candidates and place it on NCVO website.

IE and BM were asked to leave the room while an email from Guy Drury was discussed as they both had a conflict of interest. BM passed on the chairing duties to CT. JG outlined the complaint for the Board and CT read the email out. It was agreed that JG would reply to Guy on behalf of the Board explaining that the Board have discussed the negativity felt and concerns raised, all candidates will receive training in future elections.

BM and IE re-entered the room and was told of the decision.

## 9. Date and Time of Next Meeting

It was agreed that AE would organise a meeting around the end of June/beginning of July

**Action - AE**