



**AUSU**  
**Trustee Board Meeting**  
**7<sup>th</sup> November 2016**  
**Committee Room**

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**Present**

Lauren Marks (LM)	– AUSU President, Chairperson & Trustee
Rhun Dafydd (RD)	– AUSU Welsh Affairs & UMCA President & Trustee
Naomi Cutler (NC)	– AUSU Student Welfare Officer & Trustee
Jasmine Cross (JC)	– AUSU Student Activities Officer & Trustee
Ryan Myles (RM)	- AUSU Education Officer & Trustee
Peter Curran (PC) (skype)	- AUSU External Trustee
Sue Parnell (SP)	- AUSU External Trustee
Richard Matthews (RM)	- AUSU Undergraduate Trustee

**In attendance**

Trish McGrath (TM)	- AUSU CEO
Catrin Hopkins (CH)	- AUSU Finance Manager (attended for finance section only)
Clare Russon (CR)	- Crowe Clark Whitehill (Auditors)
Annamarie Evans (AE)	– AUSU Executive Assistant (notetaker)

**MEETING ADMINISTRATION**

The Chair opened the meeting by welcoming the new Undergraduate Trustee and introductions were made by all present.

**1. Apologies for Absence**

No apologies given.

**2. Declarations of Interest**

No declarations of interest were recorded.

**3. Minutes of the previous meeting**

Minutes of the previous meeting held 27<sup>th</sup> July were approved as a true record of account.

**Approved**

**4. Matters Arising**

LM has completed a statement regarding the transfer of our commercial services which will be sent to Trustees for information before the AGM on 5<sup>th</sup> December.

**Noted**

## **STRATEGY**

### **5. i. Finance: Management Accounts**

CH explained that the accounts to the end of September 2016 show a deficit of 40k against budget target. This figure has been affected by the delay of commercial staff costs of £37k. Discussions are ongoing with the University to help find a solution.

**Noted**

CR entered the room to discuss audit and accounts.

### **ii. Audit Report and Accounts**

CR presented the draft accounts and audit findings as explained in the report provided.

**Noted**

CR and CH left the room

PC asked that our risk register be updated accordingly. This will be provided at the next Trustee Meeting.

**Action - TM**

PC also asked the Board whether we need to review our reserves policy and offered his support to work on this.

**Noted**

### **6. CEO Report**

TM updated the Board on developments regarding commercial transfer and associated costs. TM explained that she will be meeting the University to find a solution and will update the Board in the next meeting.

**Action – TM**

TM also gave a brief explanation of her fix it plan and the Board welcomed this as a baseline to start from.

**Noted**

### **7. NSS Report**

TM explained her NSS report previously submitted. NC asked whether NSS could be amended to be gender neutral. NC will look into contacting them about this.

**Action – NC**

### **8. Strategic Plan Draft Outline**

TM informed the Board that Al Powell from NUS will be conducting a Strategy Development Day on 22<sup>nd</sup> November to help pull together lots of information to form our mission, vision

and values. Part of this will be to talk and listen to students about where we can make a positive difference. Once completed, the draft Strategy will be sent to Trustees.

**Noted**

#### **9. CEO Objectives**

LM informed the Board that she and SP have met initially but plan to work with Trish alongside the strategy to set the objectives. Objectives will be provided at the next meeting.

**Action – LM/SP**

#### **10. Officer Role Review**

NUS Consultant Al Powell will be conducting a number of interviews across all our stakeholders. Once complete, a number of role recommendations will be made to go to referendum for the student body to decide. This needs to be completed by the end of this year in readiness for the spring elections.

**Noted**

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

The disabled lift is now up and running and confirmation has been received that automatic doors will be placed at the front of the building.

**Noted**

Trustees are invited to our Christmas party on 16<sup>th</sup> December. Please let Annmarie know if you are planning on attending.

**Noted**

**Meeting ended**