**AUSU**

**Trustee Board Meeting**

**15th January 2020**

**Room 4**

**Present**

Dhan Rhamnatsing (DR) - AUSU President, Chairperson & Trustee

Wojtek Salski (WS) - AUSU Student Opportunities Officer & Trustee

Lydia Chilvers (LC) - AUSU Wellbeing Officer & Trustee

Debra Croft (DC) - AUSU External Trustee

Ryan Beasley (RB) - AUSU External Trustee & Deputy Chairperson

Alice Raven (AR) - AUSU Undergraduate Trustee

Dan Steward (DS) - AUSU Postgraduate Trustee

**In attendance**

Trish McGrath (TM) - AUSU CEO

Annmarie Evans (AE) - AUSU People & Wellbeing Manager (notetaker)

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| **MEETING ADMINISTRATION** |

1. **Apologies for Absence**Apologies received from Peter Curran, Olymbia Petrou, Alan Roberts, Chloe Wilkinson-Silk and Tomos Ifan.
2. **Declarations of Interest**
No declarations of interest.
3. **Minutes of the previous meeting**
Minutes of the previous meeting held 22nd November 2020 were approved.
4. **Matters Arising/Action Sheet**

Officers looking at their campaigns budget ongoing.

Officers to talk to students regarding issues with grant allocation - ongoing

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| **STRATEGY** |

1. **Finance: Management Accounts**
TM gave an overview of the Management accounts to November 2019. The main areas to note were

Communications & Engagement – down on fayres but will have to check if it’s up to date.

Salaries – saving Manager was on maternity.

SU Marketing generally over – things that come from other departments, will look at ensuring the costs come out of the correct budget

Support & Representation – still chasing £5,000 for A Team and Volunteers

Project expenses – TM to clarify what this includes

Student Opportunities – vehicle hire down – TM will look into this

BUCS – we have done a contribution to the 3G pitch – TM to clarify

The Board noted the information and thanked TM for the cashflow statement.

1. **CEO Report/KPIs**TM gave an overview of activities since the last meeting. Areas covered were Staffing, Chwarae Teg, Finance & Resources, Opportunities, officer 360 feedback, Living Wage renewal, SU Space, Financial Statement.

**KPI update –** mostly in red because halfway through the year. Next board meeting we will have a better idea. Nothing vastly different.

**CEO Objectives**

Mostly on track. Development wise TM met with Steve Coole regarding work around development of the Board including annual training for Board and Officer training in June. The Board asked that TM focus on relationships with external, for e.g. if VC goes who else will need to build relationship with.

Action - TM

1. **Officer Update**

The Officers gave the Board an overview of activity since the last meeting.

1. **NSS Report**TM provided the Board with NSS results to note. Key things to take away is satisfaction has increased overall.
2. **External Trustee Resignation**Peter Curran has submitted his resignation as of today due to work commitments. The Board would like to pass on their thanks to Peter for all his advice and support over the last 5 years and we wish him well in his current role. TM and AE will start to look at recruitment.
**Action – TM/AE**
3. **Risk Register**

RB explained the reason for the review of the Risk Register as it comes under Board Responsibility.

As the Board didn’t have time to review the whole document it was agreed that Section 4 onwards will be reviewed and brought back to next Trustee Meeting.

**Action – AE to add to next agenda**

1. **AOB**

TM apologised for not being able to provide papers before meeting.

RB reminded the Board that as it is block grant submission, it is timely that NUS have released the pay and reward benchmarking across the sector and asked that TM provide information on staff wages against the benchmark and bring back to the next Board.

**Action - TM**

**End of meeting**