

Wrexham Glyndwr Students' Union

Board of Trustees

Minutes of the meeting held on Wednesday 24th January 2018

Committee Members					
Full Name	Position	Initials	Present	Apologies	Absent
Travis Davies	Students' Union President, Sabbatical Trustee	TD	*		
Angus Hamill-Stewart	Students' Union Vice President, Sabbatical Trustee	AHS	*		
Pete Shilton Godwin	Lay Trustee	PSG	*		
Louise Casella	Lay Trustee	LC		*	
Emma Perrin	Lay Trustee	EP	*		
Katie Brute	Student Trustee	KB	*		
Rachel Wheatley	Student Trustee	RW	*		
Naomi Atkin	Lay Trustee	NA	*		
In Attendance (Non-Voting)					
Sarah Ellis	CEO	SE	*		
Lowri Hiles	Finance & Retail Manager	LH	*		
Number required	Number in attendance	Quorate			
4 including one sabbatical trustee	7 including 2 sabbatical trustees	Yes			

Agenda item	Notes	Actions
001	Apologies Apologies were received from Louise Casella	
002	Chair's Announcements Travis announced that Emma Perrin had accepted the role of Vice Chair	
003	Declaration of Interest There were no new declarations of interest	
004	Minutes from previous meeting Minutes from last meeting were approved.	
005	Matters Arising Most actions from previous meeting are now complete, except from the actions for TD. TD explained that due to being off work from breaking his leg, some of the actions from the last meeting are not yet complete but that now he is back, he will be working towards them next meeting.	
006	CEO Report SE gave her report. There was a discussion about the proposed hardship fund. SE to ask university if they would contribute to the fund to keep it afloat and to ensure we can keep up with the demand rather than getting a reputation for running out of funds. SE to speak to Lynda Powell about having change collection points at all catering outlets to contribute to the fund.	SE SE
007	Sabbatical Report President TD gave his report. Vice President AHS gave his report.	

008	December Monthly Management Accounts SE presented December's monthly management accounts	
009	New Reserved Policy SE asked for approval on the new wording pension deficit section of reserves policy. Unanimously approved.	
010	Management Response to Recommendations from audit These were accepted as being a positive and thorough response	
011	Financial Regulations Review SE outlined the few changes to our financial regulations that will replace the original regulations agreed in a shadow board meeting before WGSU was founded.	
012	Bye- Law Change SE updated board on changes and asked for approval. Unanimously approved	
013	Re-appointment of auditors SE proposed that we re-appoint Haswells as our auditors. EM mentioned that appointed auditors need to be reviewed every 3 years, not annually. SE to speak to Haswells about entering into a 3 year fixed term price.	SE
014	Final design of Strategic Plan The board agreed that the content and body of the plan was good. There were a few design changes asked for. SE to liaise with designer about a few final changes. It was agreed that this would not be brought back to the board and the plan was approved pending the final design changes.	SE
015	Strategic Plan and KPI Measures The survey on how we will measure our KPI's was presented. SE to make changes after discussion	SE
016	Pension Guarantor Conformation This was received and noted	

017	A.O.B No other business was raised	
018	Date of Next Meeting The next meeting will be held on 27 th April at 12.30pm	