Wrexham Glyndwr Students' Union

Board of Trustees

Minutes of the meeting held on Friday 27th April 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	*		
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	*		
In Attendance (Presenting Agenda Item)					
Marc Caldecott	Democracy & Representation Coordinator	MC	*		
Number required	Number in attendance	Quorate			
4 including one sabbatical trustee	6 including 2 sabbatical trustees	Yes			

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STUDENTS' UNION

Agenda item	Notes	Actions
001	Apologies Apologies were received from Emma Perrin	
002	Chair's Announcements This is TD's last board meeting as his term as president comes to an end. Louise Casella has stepped down as a lay trustee. Members would like to thank Louise for her service.	
003	Declaration of Interest NA expressed her conflict of interest for agenda item 15- The Lazy Lion Pop up Bar.	
004	Minutes from previous meeting Minutes from last meeting were approved.	
005	Matters Arising All actions from previous meeting have been completed.	
006	CEO Report SE gave her report. SE was mentioned her pride in the Union for our recent win of Students' Union of the Year at the NUS Wales conference. Ruth Dalton from Liverpool Hope Students' Union asked SE to be her mentor. SE asked members if she was ok to accept Ruth's request. Board agreed.	
007	Sabbatical Report President TD gave his report. TD to look into what other Universities do with re-sit fees. Vice President AHS asked for any questions about his already released report. There were none.	TD/AHS

008	March Management Accounts SE presented March's monthly management accounts. There were no questions.	
009	Election Report Marc Caldecott joined the meeting to deliver the election Report. The board would like to thank Marc for all his work on a successful election.	
010	Risk Register SE updated members on the progress on the risk register with recommendations from previous meeting added. SE to talk to James Dawson for a second opinion. SE to add the block grant onto the register as a risk.	SE SE
011	GDPR Policy Members were shown the GDPR Policy. All Union staff have been shown the policy and understand its implications. SE is confident with us as an organisation with respects to the new GDPR law.	
012	2018/19 Block Grant Budget The Board noted the budget was over the block grant amount (but within total income). After some discussion, the Board agreed the new budget but asked that it be added to the risk register.	
013	ASMM Bye- Law Change The Board agreed to lower the quoracy from 50 to 25 given benchmarking with other students' unions and student numbers.	
014	KPI Survey Results and Development SE presented the survey results to the board. These results have been applied to our KPI's. SE to change KPI's to a Red, Amber and Green format for next year.	SE
015	Lazy Lion Pop Up Bar SE presented a proposal for future plans for the Lazy Lion Bar. The board were happy for SE to peruse the proposal. SE to bring further information to the next Board.	SE
016	QSU Part B This item was for noting.	

017	A.O.B No other business was raised.	
018	Date of Next Meeting The next meeting will be held on Friday 20th July 2018	