



Board of Trustees

Minutes of the meeting of the Board of Trustees held on Tuesday 7th April, commencing at 1.10pm. In the boardroom, Paisley Campus

Jack Douglas in the Chair
Meeting Commenced at.

Sederunt

Jack Douglas	President	(Pres.)
Ryan Wood	Sports President	(SP)
Lauren Miller	Depute President Education & Welfare	(DPEW)
Iain Shepherd	Ordinary Trustee Paisley	(IS)
Stuart McCabe	Ordinary Trustee Paisley	(SM)
Pearl Willis	Ordinary Trustee Ayr	(PW)
Isla Todd	Campus President Hamilton	(CPH)
Connor Smith	Ordinary Trustee Hamilton	(Con S) (late)
Kelsey Campbell	Ordinary Trustee Hamilton	(KC)

In Attendance

Caroline Sharp	General Manager	(GM)
Aileen McColl	Admin Assistant	(Admin)

Apologies for absence –

Blane Abercrombie	Ordinary Trustee Ayr	(BA)
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Absent without apologies -

James Adams	Ordinary Trustee Hamilton	(JA)
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1. Minutes of previous meeting.

a. Acceptance

Minutes from the previous meeting (25/02/2015) were agreed as an accurate record.

b. Matters Arising –

2. Reports of the Office Bearers.

a. Acceptance –

i. President –	written report	report accepted
ii. SP –	written report	report accepted
iii. DPEW –	written report	report accepted
iv. IS –	written report	report accepted
v. SM –	written report	report accepted
vi. PW –	written report	report accepted
vii. BA –	<i>no report submitted</i>	
viii. CPH –	written report	report accepted
ix. Con S –	written report	report accepted
x. KC –	written report	report accepted
xi. JA –	<i>no report submitted</i>	

b. Sabbatical Holidays –

DPEW

Before being elected this year DPEW applied for and was accepted for an internship in Berlin, and had already started paying for this, she asked for permission from the Board to use her holiday entitlement to complete this in August.

Agreed unanimously

SP

Changed 1 date, 13 days dates were e-mailed and recorded, 7 days left

Agreed unanimously

3. Reports from Committees etc. –

a. Reports from Commercial and Union Managers

The reports from Ayr, Hamilton and Paisley campuses were read and discussed in detail, comments from each campus being noted.

Reports accepted

b. Report from Membership Manager

Point 10

IS asked for clarification on the specific purpose of our Facebook page, before we start planning what to do with it.

CPH raised concerns regarding merging 3 campuses into 1 especially around Fresher's, it could be confusing if it was all on the one page, and would be less engaging and less effective. Hamilton campus uses their Facebook very effectively scheduling posts with not too much bombardment.

IS intimated he did not think it was a problem for campuses to be in competition with one another, the general theory is everyone is competing.

PW felt if the Union Facebook comes away from what students are interested in they would go to the Halls Facebook and SAUWS will have no control over this.

Report accepted

4. Business Introduced by Office Bearers.

a. diagnostics

i. commercial services

Pres stated due to the reports and the accounts it is a likely possibility sticking to the status quo could lead to bankruptcy and we need to look for an alternative. Rather than just looking at a complete closure the President and Sports President met with the Principal and be completely honest about SAUWS' financial situation, to see what alternatives could be looked into and how the University could assist SAUWS in the future. In this meeting with the Principal it was suggested that any subsidy given to the commercial services would need to be given inside SAUWS' current block grant and no new arrangements to this would be made, investment to keep commercial services as they are now would also need to come inside the block grant as well. In other words the University is not willing to further contribute financially to commercial services or to set up an arrangement to allow us to continue with limited amount of commercial services. Members discussed how there is no indication that trends will increase, and the

traditional solution has been to ask the university for more money, our money was increased last year, however it is stated that in our current make up the University refuses to increase our block grant to subsidise our commercial service more so.

When asked if it was acceptable to show the incoming sabbaticals the commercial review, it was decided this would be done when the document is properly reviewed and there is a strategy in place and when we are sure of what direction we are going in. It is not the first time Martin has completed this type of review and there may be several options. The accounts show we are finding it increasingly difficult to make the bars financially viable and if trends continue we could face a future were we face insolvency and it is suggested that if we change our focus to membership we would be able to get more out of our resources.

Members were also presented with results from the mass membership to make an informed decision. To show student opinion to reflect how students value commercial services and how much of a difference students believe we make on the way SAUWS currently uses its resources. Members were asked to keep this in mind, along with the accounts and the NUS diagnostic and commercial review when making a decision.

A full and very frank discussion followed with everyone being allowed to speak and put their own opinions and suggestions forward. Various trustees made their point for retaining commercial services at their particular campus, i.e. Ayr campus, as the University is situated well out of town for students to be able to socialise there, and also SRUC use the facilities. Hamilton campus, as it has a family feel and is normally quite busy and has a loyal core customer presence. Concerns were raised as to what would happen to the non-commercial side of the union. The President gave assurances whatever decision we reach we would keep our spaces and they should continue to be social spaces. Welfare, representation and campaigns side of the union would be retained, as well as sports and societies, liberation groups and more. The Sports President also gave assurances that the sports union would not be adversely affected by this. One trustee asked what if anything would this do regarding our block grant; would the University cut this depending on further decisions? The President assured everyone that this would not be the case.

Proposal:

In the meantime the Board should keep working to look into alternatives to the status quo for all campuses, however if no viable ones are found there will be a proposal for the divestment of commercial services

For

7

Against

1

Abstain

1

Proposal carried

ii. Constitution

Our Constitution will be ratified for next year, our exec elections are happening at the minute. At the moment we are nowhere with our External Trustees. The Principal said he would support our advertising campaign.

Comfort break at 2.35

Meeting resumed at 2.55

KC (O.T. Hamilton) *left the meeting at this point*

b. Financial accounts

The financial accounts were shown and were fully discussed, questions being asked regarding projected targets and the shortfalls on each campus. GM had sent requests to managers regarding re-pricing, weekly targets were re-forecasted, all managers were paying attention to reduced staff hours on the rotas, and opening hours were being adjusted. Events expenditure was being reduced, and Paisley Campus Union was closing earlier at nights when quiet. The Board asked for managers to specify where cuts have been made on all campuses. It was pointed out that the Board cannot micro manage the Commercial and Union Managers.

c. New logo discussion

Marcus Ross is willing to help us with this; we are in line for change at the moment. It was suggested we could get students to design our new logo as part of a competition. This could encompass, diversity, equality, lots of different suggestions for logos, we could then decide. We are looking for certain themes, and they need to be student focused, i.e. Go Diversity, Equality, we should see what corporate marketing has to offer and come back to this and then use student feedback to select it.

The Board agreed this is a good time to have new logo.

d. Safe working environment

As per report, CPH would like permission to work from home on Mondays and Tuesdays each week. This is due to the fact that if sharing an office with the caseworker, and either gets a student in to see them, the spare chair can only be placed in such a way that it blocks the door, and if the caseworker needs to speak confidentially, CPH has to sit out in the Union where due to lack of computer / laptop / network connection etc. she cannot continue to do work and feels she is wasting time doing nothing when she could be busy with other things.

There was an in depth discussion, and various potential solutions to this issue were offered, None of these were entirely suitable.

Proposal:

CPH should be allowed to work from home on a Monday and Tuesday, as an interim measure, and resolve the issue before the new sabbatical officer is instated, so it does not become an on-going issue.

Agreed

e. Motions - none.

f. Elections – none.

AOCB –

As at the moment there is no Campus President at Ayr Campus, the staff are having great difficulty in getting invoices / finance forms authorised, it was asked why we seem to be the only organisation which requires trustees to sign every form, should we not trust people to do their jobs? The financial procedure should be amended so that all forms do not require to be authorised by two trustees, and in the meantime invoices and any other documentation requiring signatures, should be sent through the internal mail and they can be signed by trustees in Paisley. It is advisable to send forms through internal mail if possible, as two forms from the table top gaming society have been lost whilst being brought personally.

It was brought to the attention of the Board that it is stated in the expenses policy, Assistant Managers cannot authorise expense forms can this be amended? The board recommended that the policy be amended to allow Assistant Managers to authorise forms.

CPH suggested President should take responsibility for CPA's handover, this is still being

designed, President said he would ensure this happens.

g. Staffing – staffing minutes are recorded separately.

Date of the next meeting: the date of the next meeting will be determined by a doodle sent out by President.

Meeting Closed: 3.30pm