

- Minutes of:** Arts SU Board of Trustees
- Location:** High Holborn Meeting Room, 272 High Holborn London WC1V 7EY
- Date and Time:** Wednesday 23rd November 2022
- Members:** Dawn Buchanan, Ti'Onne Debnam, Minna Ellis, Kim Hughes, Emma Mottram, Sof Nasif-Whitestone, Ellie Short, Daryl Stenvoll-Wells, Armani Sutherland
- In attendance:** Yemi Gbajobi, Chief Executive; Martin Dodd, Head of Policy, Representation and Advocacy; Natasha Etti, Finance Manager, Christina Kennedy, Deputy Chief Executive; Nick Smith, Company Secretary.

Initial Items	
1.	<p>The board noted Apologies.</p> <p>Staff had conflicts of interest in relation to the long service award but the board agreed that they could stay to explain the programme. Christina Kennedy had a conflict of interest in relation to the maternity pay award but, again, the trustees felt they could make the decision with her present and without fear of prejudice or intimidation.</p>
2.	The board approved the minutes of the last Trustee Board
3.	<p>The board noted the progress of actions arising from the last Trustee Board Meeting</p> <p style="padding-left: 20px;">a) Due to capacity issues the student Trustee recruitment had not moved on but the Board were happy for another attempt with sabbatical officers promoting the position.</p> <p>Action: Sabbatical Officers</p>
4.	There were no actions taken by the Chair on behalf of the Trustee Board since the last meeting
5.	<p>The board noted the Chief Executive Report</p> <p style="padding-left: 20px;">a) A launch event for the strategy is being planned for the end of Jan 2023 to introduce the Strategy to key stakeholders.</p> <p style="padding-left: 20px;">b) A proposal within budget for supporting student staff within the cost of living crisis had been drawn up by SLT. £50 shopping vouchers would be made available for student staff.</p> <p>The board approved £65,000 of costs for maternity cover in SLT. This would be split over the budget for the current and next financial year.</p>
6.	<p>The board noted the management accounts</p> <p style="padding-left: 20px;">a) The overall financial position was positive but there was a need to be cautious given the economic situation.</p> <p style="padding-left: 20px;">b) Staffing costs were 7% below budget due to savings for staffing related costs. Overall the union was 9% underbudget for spending most of this would be adjusted once requests for payment were made.</p> <p style="padding-left: 20px;">c) A reforecast budget would take place in January and come to the February Trustee Board.</p>
7.	<p>The board noted an update on the Audit timetable</p> <p style="padding-left: 20px;">a) NE was thanked for her work on the audit itself.</p> <p style="padding-left: 20px;">b) The accounts would be available to approve at the February Trustee Board and would be reviewed by the Audit subcommittee</p>
8.	The board approved a change in bank accounts to Lloyds and closing the HSBC account.
9.	<p>The board approved a long service award scheme</p> <p style="padding-left: 20px;">a) A number of other students' unions offered similar schemes and the Trade Union had requested something similar.</p> <p style="padding-left: 20px;">b) It was expected that the staffing savings for this year meant that the awards could be made within budget.</p>

10.	The board noted an elections report a) The election had been declared as a valid and fair election by the Returning Officer.
11.	There was a Trustee Only Discussion

Upcoming meetings:

- Tuesday 21/02/2023
- Monday 27/03/2023
- Tuesday 20/06/2023