

**Minutes of:** Arts SU Board of Trustees  
**Location:** Via Zoom  
**Date and Time:** 4pm Tuesday 18<sup>th</sup> June 2024  
**Members:** Minna Ellis (Chair), Lexa Barbulesca, Dawn Buchanan, Alyshia Carmen-Jack, , Katwamba Mutale Sof Nasif-Whitestone, Daryl Stenvoll-Wells,  
**Apologies:** Daniela Commey, Ando Du  
**In attendance:** Yemi Gbajobi, Chief Executive; Martin Dodd, Head of Policy, Representation and Advocacy; Natasha Etti-Edwards, Finance Manager; Nick Smith, Company Secretary.  
**Officers elect:** Mayibongwe Chikiwa, Zainab Goriawala, Chihiro Tateno, Sayali Waghmare, Yufei Yuan

Initial Items	
1.	The chair welcomed members and <b>noted</b> apologies, there were no conflicts of interest declared,
2.	The board <b>approved</b> the minutes of the last Trustee Board and subcommittees
3.	Tho <b>note</b> the progress of actions arising from the last Trustee Board Meeting
4.	The board <b>noted</b> any actions taken by the Chair on behalf of the Trustee Board since the last meeting
5.	To <b>note</b> the subcommittee minutes
6.	<p>The board <b>noted</b> a CEO report</p> <ul style="list-style-type: none"> <li>a) A new Deputy CEO (operations and services) had been appointed.</li> <li>b) Atkinson HR would be used to recruit additional lay trustees.</li> <li>c) The medium and long term status of the LCC site was being monitored by senior management.</li> <li>d) A session should be set up for Trustees who wanted to look at the people strategy in depth.</li> </ul> <p><b>Action:</b> YG</p> <ul style="list-style-type: none"> <li>e) There is no additional activity for activity costs in the block grant but there was not a cut and staffing allowance had been provided. The reason for the allocations across university departments was unclear.</li> <li>f) 4 emerging risks should be added to the register and would be reported back to the board. These included Artificial Intelligence and ensuring sustainability.</li> </ul> <p><b>Action:</b> YG</p> <ul style="list-style-type: none"> <li>g) A student group had engaged with an external companies and signed a contract. This was not binding but an investigation had been started to ensure it would not happen again.</li> <li>h) Student Officers had won a guarantor scheme for international students which was a huge achievement.</li> </ul>
7.	<p>The board <b>noted</b> the management accounts</p> <ul style="list-style-type: none"> <li>a) Income was £22K below budget due to lower student numbers in the second and third terms. Ticket sales were also down £4k.</li> <li>b) There was a £17k underspend across the SU especially in clubs and societies spending.</li> </ul>
8.	The board <b>noted</b> the draft end year position which was hoped to be a surplus of around £11k against a £50k budget.
9.	The board <b>noted</b> the draft operation plans and <b>approved</b> the direction of them with a final version coming back to the September board.
10.	The board <b>approved</b> a working budget

	<ul style="list-style-type: none"> <li>a) A final block grant was not available yet from the university.</li> <li>b) It was assumed that 95% of the staffing capacity would be filled over the course of the year and staff cost of living costs would increase by 2.5%. An increase in pension would also be offered.</li> <li>c) An increase in hospitality was modelled in the numbers.</li> </ul>
11.	<p>The board <b>noted</b> an update on the Freedom of Speech policy</p> <ul style="list-style-type: none"> <li>a) The university policy had not been completed and shared and the union was waiting for this before the board papers so that the two organisations' work could be complimentary.</li> <li>b) A paper had been received at 11am the day of the meeting so agreement would be made remotely.</li> </ul>
12.	<p>The board <b>noted</b> an employee engagement survey</p> <ul style="list-style-type: none"> <li>a) 92% of staff would recommend Arts SU as a place to work up 32 percentage points on the last survey and 10% above SU sector median though 1% below SU peer group.</li> <li>b) Improvements in culture related to the strategy were thought to have been particularly useful and RZ was thanked for their work here. Some clearer definitions on areas such as job roles were important. Flexible working, bring treated fairly and the organisation's value for diversity were high.</li> <li>c) The lowest areas were often operational focused such as management dealing slowly were underperformance of staff, change management and fair contributions for their work when compared to colleagues.</li> <li>d) Diversity comparisons would be looked at but it was noted that men in the organisation were less positive about leadership than women.</li> </ul>
13.	<p>The board <b>approved</b> a byelaw change. The current Chelsea, Camberwell &amp; Wimbledon Officer role will be renamed the Chelsea, Camberwell &amp; Wimbledon and Creative Computing Institute Officer (CCW and CCI Officer).</p>
14.	<p>The board <b>noted</b> the motions passed at student council</p>
15.	<p>The board <b>approved</b> the subcommittee terms of reference</p>
16.	<p>Trustee were thanked for their work over the past year and Minna was thanked for chairing the meetings.</p>
17.	<p>The board <b>approved</b> the closed minutes and discuss matters arising</p>
18.	<p>The board <b>noted</b> the CEO appraisal update</p> <ul style="list-style-type: none"> <li>a) No concerns had been raised about YG's performance including progression against objectives.</li> <li>b) Trustees should be invited to more union events.</li> <li>c) The need for recruiting more lay and student trustees was crucial and should be a priority for the board.</li> <li>d) Changes to presentation of board papers should be considered.</li> </ul>

### Upcoming meetings

Tuesday 10/09/2024, Tuesday 26/11/2024, Tuesday 04/03/2025, Wednesday 30/04/2025, Thursday 26/06/2025