

Trustee Board notes –9 th August 2007	Start: 6.10pm
<p>Present: Stephen Brown, Hamish Common, Alistair Cott, Rebecca Coxhead (Clerk), Ram Gidoomal (Chair), Peter Haldane, Chris Larvin, Danny McGuinness, Mark Mearing-Smith (arrived 6.30pm) Apologies: Kirsty Patterson, Tim Wills</p>	<u>ACTION</u>
<p>Introduction –</p> <ul style="list-style-type: none"> • Purpose of this meeting is to ‘catch up and connect’. • The Trustee Board is still a shadow committee at this stage. • All actions are to be completed by the next meeting. 	
<p>Legal Position –</p> <ul style="list-style-type: none"> • RG has spoken to Tony Mitchenson in regards to the legal position of the Union. • NUS are in negotiation as a ‘block’ to the Charity Commission. • Imperial College Union will still need to seek advice at a later stage as the Union is unique. 	
<p>Internal Audit –</p> <ul style="list-style-type: none"> • SB and CL meet with Andrew Murphy. Imperial College Union is earmarked for a College internal audit within the next 2 years. • The Union still needs to have internal audits for collective responsibility such as insurance and assurance. 	
<p>Deputy General Manager appointment –</p> <ul style="list-style-type: none"> • 2 candidates have been interviewed; 1 outstanding interview. 	
<p>Nominations Committee update –</p> <ul style="list-style-type: none"> • Suggested principals were agreed by the Trustee Board. • Many potentials candidates have been excluded due to not meeting the principals • Plan is to have 3 ‘A’ and 3 ‘B’ candidates. • It was noted that although it would be good to have a patron, ideally it is a hands on lay member that is more desirable. • Ideally don’t want the lay members to know each other well. • RG stated that an ex Imperial College Medic is known to him who may be appropriate. RG to forward the name and contact details to HC. • PH mentioned that the Union auditors Knox Cropper may be able to suggest potential trustees with the financial expertise required. PH to contact Knox Cropper. • Julian Fulbrook and Mandy Hurford were flagged up as potential ‘A’ list candidates. <ul style="list-style-type: none"> ▶ It was resolved to recommend Julian Fullbrook and Mandy Hurford. ▶ PH to approach Mandy Hurford to seek her willingness to be a lay trustee. ▶ HC to talk to Phil Power in regards to approaching Julian Fulbrook. • Adele Peel has resigned as a student trustee. Executive Committee can not appoint over summer thus this position will be filled in the start of term. 	<p>RG PH PH HC</p>
<p>Risk register –</p> <ul style="list-style-type: none"> • Executive Committee and Jon Hancock have feedback on the current document. • Once the Trustee Board has been fully populated, the Risk Committee can work with the Risk Register document to build on it and action it. • The Trustee Board were asked to feedback suggestions to SB. 	ALL
<p>Finance update –</p> <ul style="list-style-type: none"> • Finance division assessment is progressing to plan with no major issues thus far. 	
<p>President’s report –</p> <ul style="list-style-type: none"> • With the restructure, HR has been featuring greatly in the Presidents diary. • Attended many handover meetings. • Executive Committee have recently approved the expenditure on an awning for Beit Quad. • There has been an issue with maths and computing PhD student’s not getting paid in August. • The President is out on Jury duty from the 13th -24th August. • There is 1 candidate for the position of GSA Chair and the election is in progress. 	
<p>General Managers report –</p> <ul style="list-style-type: none"> • The end of year audit is in progress. • Currently pursuing building matters with College Estates. • College have stated that money for Phase II of the Masterplan will be released once the Union finances are put in order. 	
<p>Refectory Club –</p> <ul style="list-style-type: none"> • SB questioned if a trading subsidy is required with the reformation of the refectory club. SB to seek advice from College on this matter. 	SB
<p>Photos and Biographies –</p> <ul style="list-style-type: none"> • It is anticipated that the Trustee Board will have photos and 150 word biographies to RC by the start of term. 	