

MINUTES OF THE PROCEEDINGS  
of the third ordinary meeting of  
the  
**Executive Committee**  
of the  
Imperial College Union  
in the 2007-2008 Session

The meeting of the Executive Committee was held in meeting room 7 of the  
Union Building on Tuesday 26<sup>th</sup> September 2007 at 1.30pm

**Present:**

President	Stephen Brown – Chair
Deputy President (Clubs & Societies)	Alistair Cott
Deputy President (Education & Welfare)	Kirsty Patterson
Deputy President (Finance & Services)	Chris Larvin
C & G CU President	Tristan Sherliker
ICSMSU President	Tim Wills
RCSU President	Jennifer Morgan
GSA Chair	Jon Matthews

**Permanent Observers:**

General Manager	Peter Haldane
Deputy General Manager	Robin Pitt
Clerk to the committee – Administration Co-ordinator	Rebecca Coxhead

**Observers:** Tom Roberts Felix editor, Andrew Sommerville, Ashley Brown, Head of Finance Marjory Hylton

**Apologies:** Honorary Senior Treasurer Simon Archer

1. **CHAIRS BUSINESS – None**
2. **REYNOLDS BAR PROPOSAL**

**RECEIVED:** The report was presented by the ICSMSU President

**NOTED:**

- a) Currently can achieve an accurate reflection of stock sales.
- b) The Trading Manager has been consulted to seek his recommendation on a solution and this has been included in this proposal.
- c) Stock takes will occur ever quartile thus the tills will pay for themselves in a year.
  - i. Staff will still be undertaking regular stock checks.
- d) The GSA Chair stated that EPOS was supposed to be implemented in to Reynolds Bar eventually and this has not been considered.
  - i. The President stated that EPOS had been investigated and was not a viable option for this timeframe.
- e) The GSA Chair also expressed concern that only 1 quote has been presented
  - i. The GSA Chair stated that he has researched online and found the same appliance at a cheaper price.
  - ii. The ICSMSU President stated that he had also researched and had presented the price that he found to be the cheapest at the time.
  - iii. The President suggested that the GSA Chair provide the information of cheaper tills to the ICSMSU President
- f) The GSA Chair expressed concern over the timing of the implementation of the tills; during Freshers week.
  - i. The ICSMSU stated that that concern is for that of the management and staff and he will take every effort to ensure this transition does not affect the service provided to customers of Reynolds bar.
- g) The committee moved to a vote to accept the proposal and there was no objection.

**RESOLVED:**

- 1) **To approve the purchase 2 TE-4500 tills for the Reynolds bar up to the price of £1290 + VAT.**

**3. UNION RESERVES AND THE BEIT REDEVELOPMENT**

RECEIVED: The report was presented by the President and Deputy President (Finance & Services)

NOTED:

- a) The Head of Finance stated that the money given to the Union from College as a grant for the redevelopment was £1M and the £400k to cover the rest was taken from the Union reserves.
  - i. This had left the Union in a vulnerable state.
  - ii. This loan is payable to College over 20 years with no interest accrued.
- b) The Head of Finance has spoken to College and Price Waterhouse Coopers and they have advised in a way of treating the sum; move from the 'loan' subheading and stop treating it as a liability.
- c) The President has sought advise from the Deputy Rector in regards to the Union requiring a Reserves Policy and he has suggested that the Union is covered ultimately by College in cases of dire need.
  - i. However, this will affect the Unions operational independence and the President was strong in is belief that the Union should be self sufficient.
- d) The President stated that ultimately, although the Union is not at risk, it is in a vulnerable position and financial 'tightening' will be occurring this year.
  - i. The Faculty Union Presidents were requested to 'not spend any money that they don't have'.

**4. APPOINTMENT OF LAY TRUSTEE**

RECEIVED: The report was presented by the President

NOTED:

- a) The GSA Chair stated that Ms Hurford has history with the Union but was very hands on at time and he expressed his concern that she may take this approach with the Trustee Board.
  - i. The President reminded the GSA Chair that the Trustee Board is not operational, and does not have the power to 'interfere'.
- b) There were no objections to the appointment of Mandy Hurford.

**RESOLVED:**

- 1) **To appoint Mandy Hurford as a lay trustee of Imperial College Union on behalf of Council.**

**ACTION:**

1. **The President to report this action to the next meeting of Council.**

The meeting closed at 2pm

Approved as a correct record at a meeting  
of the Executive Committee on

\_\_\_\_\_ 2007/08

\_\_\_\_\_ Chair of the Meeting