

MINUTES OF THE PROCEEDINGS
of the ninth 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 Monday 17th March 2008 at 5.07pm

Present:

President	Stephen Brown
Deputy President (Clubs & Societies)	Alistair Cott
Deputy President (Education & Welfare)	Kirsty Patterson
Deputy President (Finance & Services)	Chris Larvin
C & G CU President	Tristan Sherliker
RCSU President	Jennifer Morgan
ICSMSU President	Tim Wills
GSA Chair	Killian Frensch
Clubs and Societies Board representative	Danny Hill (RSM Chair)
Clubs and Societies Board representative	Lily Topham (SCC Chair)
Representation and Welfare Board representative	Hannah Theodorou (Welfare Campaigns Officer)

Permanent Observers:

General Manager	Peter Haldane
Governance and Administration Co-ordinator – clerk	Rebecca Coxhead

Observers: Membership Services Manager Phil Power, John James, Christian Carter,

Apologies: Honorary Senior Treasurer Simon Archer,

1. **CHAIRS BUSINESS – None**

2. **MINUTES OF PREVIOUS MEETING – 18th February 2008**

RESOLVED:

- 1) **To accept the minutes.**

3. **MATTERS ARISING – none**

4. **MANAGEMENT ACCOUNTS**

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

NOTED:

- a) The Deputy President (Finance & Services), President and Union Manager have looked at drilled down accounts.
- b) The Union shop is doing very well, bars are doing ok, catering and ents are not doing so well.
 - i. Caterings losses are a combination of a bad budget and operational issues.
 - ii. Are currently looking at catering and see what can be done.

ACTION:

1. **The President and Union Manager to investigate why catering are performing below budget.**
 - c) Reynolds Bar is also slightly down.
 - d) Clubs and Societies are spending more but are getting more income through sponsorship
 - iii. £6k needs to be removed for the minibuses.
 - e) Executive Committee moved to vote to accept the report and it passed unanimously.

RESOLVED:

- 1) **To accept the report.**

The meeting moved in to close session at this point and moved back in to open session at 5.35pm

5. EXECUTIVE COMMITTEE RESERVE

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

NOTED:

- a) The majority of the blame should be placed with Ethos.
- b) The committee moved to a vote and it was passed unanimously.

RESOLVED:

- 1) **To return £1500.01 from the Executive Reserve to the Swimming & Waterpolo Club.**

6. DB'S LIGHT FITTINGS

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

NOTED:

- a) This is an operational matter but the Deputy President (Finance & Services) asked for the committees input.
- b) An external has come and investigated the current rigging and the report was not favourable.
 - i. The rig may possibly become condemned.
- c) The Deputy President (Finance & Services) suggested that option 2, in his opinion is the best solution.
- d) The funding would come from trading, however, the cost of the possibly condemned rig may escalate cost in which this would need to be also considered and another source of funding may need to be sought.
- e) It was reiterated that this is not part of the Masterplan redevelopment.
- f) The current lights are between 3-10 years old and well maintained.
- g) The quotes presented are the lowest prices that have been investigated.
- h) The equipment will go in during Easter break.
- i) dB's infrastructure can support the electrics.
- j) It was suggested that the lightning during the day in dB's should also be investigated as it is not terribly appealing.
- k) The committee moved to a vote and there were no objections.

RESOLVED:

- 1) **To approve option 2 cost scenario**

Option 2 - Total cost: £7,500

Servicing and load-testing of existing lighting rig

Reprogramming of lighting desk and rig

8 x LED batten fixtures

8 x 150W discharge moving head profiles

7. ANY OTHER BUSINESS

7.1 FINANCE REGULATIONS BREACH

NOTED:

- a) The President and Deputy President (Finance & Services) reported that they had recently violated finance regulations.
 - i. A VAT return urgently needed to be paid which was £51.26 above the level of authority.

7.2 SUMMER BALL TICKET SALES

NOTED:

- a) Tickets are selling very well.
- b) VIP tickets are slightly down on last year, but this may be due to the Office of Alumni Development not sending a paper mailout.
- c) Marquee price is proving to be difficult to negotiate.
- d) The subsidy from College is £22.5k but the Office of Alumni Development is also contributing which brings it up to about £25k.

Meeting closed at 5.55pm

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

_____ 2007/08

_____ Chair of the Meeting