

Present:	Briana Pegado Dash Sekhar Eve Livingston Stewart Goldberg Maxwell Greenberg Harriet Protheroe- Davies	President Vice President Academic Affairs Vice President Societies & Activities External Trustee Student Trustee Student Trustee
In Attendance:	Stephen Hubbard Euan MacLean Sarah Purves Conrad Jones Julie Sanderson	Chief Executive Finance Director Acting Director Representation, Student Support & Activities Commercial Director Executive Assistant
Apologies	Urte Macikenaite Lucy Eskell Yvonne Stewart Douglas Blackstock Tasha Boardman Greg Lane	Student Trustee Student Trustee External Trustee External Trustee Vice President Services Student Trustee

1.	<p>Welcome/Apologies/Introductions BP welcomed everyone to the Trustee Board meeting at 110pm. Apologies were received from Douglas Blackstock, Greg Lane, Tasha Boardman, and Yvonne Stewart. The absence of Maxwell Greenberg, Lucy Eskell, and Urte Macikenaite were noted. BP explained an additional item will be added under AOB regarding Trading Committee. The meeting paused for 5 minutes while people tried to contact Trustees who had not shown up in order for the meeting to be quorate. The meeting resumed at 130pm with MG arriving at 135pm during agenda item 3.</p>	
2.	<p>Standing Business 2.1 Conflict of Interest BP and EL declared a conflict of interest with agenda item 6.2 as they both sit on the ESCA Board.</p>	
3.	<p>Minutes from previous meeting, 24 September 2014 There was a discussion on student numbers and University strategy. BP updated that she attended a meeting with the University where she raised EUSA's concerns on the increase in student numbers but with a lack of infrastructure to support the rise. BP will be taking a paper to the Principle about the impact on resources, and she has also been invited to speak at the General Council which takes place in the next couple of weeks. SH noted that he and DB have discussed item 11 and will continue to work on this. The minutes were approved.</p>	Approved
4.	<p>President's Report BP presented her Report, Paper A, and highlighted that there will be a student information event on Tenants Union this week. SG queried what a 'living rent' was. HPD explained it was a Scottish campaign to introduce controls into the private renting sector on rent increases and lease terminations.</p>	
5.	<p>CEO Report SH presented his Report, Paper B, and highlighted key points in his Report, mainly focussing on the Central Area Development (which includes Bristo Square and George Square). <i>There was a reserved minute relating to various elements of estates business. There was a further reserved item relating to staff.</i></p>	
6.	<p>Director Reports: 6.1 Commercial Director Report CJ presented his Report, Paper C, and highlighted staffing changes in his department. CJ has spoken to the key people involved and the process has started. The consultations will involve Kate Clement as well as the Managers concerned. CJ gave an overview of trading for period 7. SG queried whether the total of £344k was like for like.</p>	

	EM clarified that last year had been exceptional due to a successful Festival however EUSA are performing better and on budget this year. CJ and EM are working together on margins as there is more work to do there. SG stated he was reassured by this.	
	<p>6.2 Director of Membership Support & Development Report</p> <p>SP presented her Report, Paper D, and highlighted the main areas to bring to the Board's attention, firstly the Relationship Agreement with ESCA (Edinburgh Students Charity Appeal) and EUSA. The draft agreement with EUSA and ESCA was included as an appendix in SP's Report. MG sought clarification on societies' relationship with ESCA. EL explained that, as they are based in the same office, it is accessible for them to speak to them about fundraising support and ideas. Secondly, SP updated on discussions that had been taking place regarding funding. Finally, at Student Council, there was a motion regarding SWP (Socialist Workers' Party) which resulted in SP seeking legal advice. Following a query from MG about legal advice being available for students who submit a motion, SP clarified that she would need to work out how to better support those students with advice from staff as referring to solicitors each time was financially unsustainable. There was a reserved part of the minutes relating to a legal matter. Discussions took place about legal options that could be available to students who may make libellous comments unwittingly. MG raised the issue of societies, and EL commented that discussions were ongoing and there may be a consultation process however she was aware there was a lot of anxiety amongst the societies. SP and MG to discuss outside of the meeting.</p>	SP / MG
	<p>6.3 Finance Director Report</p> <p>EM presented his Report, Paper E1, and the Financial Summary, Paper E2, explaining that EUSA was ahead of budget for the time of year. The year-end forecast is currently showing a £125k surplus however EM felt it may be £150-200k due to unbudgeted additional commercial income over the last few weeks. EUSA will end the year significantly ahead of budget which provides some breathing space. EM, CJ and SP have been working on a Capital Plan which allows planning for the future.</p> <p><i>There was a 5 minute break at 226pm.</i></p>	
7.	<p>Strategic Planning Overview</p> <p><i>The meeting resumed at 233pm.</i></p> <p>SH and BP presented an overview of the Strategic Plan process. The Board were happy to approve the first 5 pages of the Plan.</p> <p><i>MG left the meeting at 250pm.</i></p>	
8.	<p>Pleasance Development</p> <p>CJ presented an overview of the Pleasance Development.</p> <p>SG queried the square footage and whether Pleasance could be the main hub for the Students' Association. The majority of spend would be to bring it up to compliance – currently 53% is not universally accessible, along with 54% toilet compliance, so 74% of the cost is solely compliance. All the work would be internal apart from the Quaker House with a possible extension. With regards to phasing, the work would start in June 2015 starting with Quaker Meeting House, then 60 Pleasance, followed by the next stage of the Quaker House. There will be a paper going to Estates Committee on 10 December. The difference with the project is that it does not give a financial return as the investment is to keep the building open and operating safely otherwise it could be at risk of closing down. EM queried whether the site would be sold by the University. SH confirmed he did not think it was suggested or indicated. DS commented that the real link is the one with the Sports Union and CSE and is a positive move for EUSA and the development going forward. HPD clarified who was funding any proposed building works around 1 George Square. EM confirmed it was the University.</p>	
9.	<p>Budgeting & Business Planning</p> <p>SH presented Paper H on Budgeting and Business Planning. The idea of the paper was to give the Board the opportunity to share their views in advance of the budget approval in March, and what they would like to see EUSA spend their money on. CJ stated he had requested his team to compile business plans on commercial improvements where money could be spent. SH explained the process would initially go to the Finance Subcommittee following discussions with SMT, then come back to the Board. DS proposed splitting the costs between smaller projects and the wider staff concerns, for example, paying the Living Wage. BP commented that her view in the role of Trustee, was that EUSA should be paying the Living Wage however added that she had concerns on paying off the overdraft. If anyone has any thoughts or comments on this please email them to either BP or SH.</p>	
10.	<p>Subcommittees Update:</p>	
	<p>10.1 HR Subcommittee</p> <p>EL presented the minutes from the HR Subcommittee, Paper I, which took place on 5th November, and highlighted the key notes that were approved at the meeting. There were two reserved items</p>	

	discussed, one relating to Trade Union relationships and one relating to staff retention and recruitment.	
	10.2 Strategic Planning BP presented the minutes from the Strategic Planning Subcommittee which took place on 5 th November, Paper J.	
	10.3 Trading Committee BP presented the minutes from the Trading Committee meeting which took place on 22 October, Paper K. The Paper was tabled. CJ updated that the food tasting had taken place for Peffermill and EUSA will be taking over the catering provision in January 2015.	
11.	Legal & Risk Update EM updated that the only legal issue was a claim from an individual who fell during Graduation receptions in the summer. EM will update the Board on progress.	
12.	AOB 12.1 Trading Committee Regulations Change A paper was circulated for the proposal to changes to the Trading Committee membership. SH explained the background to the proposal adding that it was not ideal that the paper was not circulated earlier, however it was a widely accepted improvement to the Trading Committee going forward. The change was for the following: <ul style="list-style-type: none"> • To have 5 students elected by cross campus online election for a term of 2 years. These will consist of: <ol style="list-style-type: none"> 1. 1 Student Art Convenor 2. 1 Student Retail Convenor 3. 1 Student Bars Convenor 4. 1 Student Catering Convenor 5. 1 Student Entertainment Convenor SG added that there was a desperate need from the students to have more engagement. The Board approved the change however it was noted that, as the meeting was not quorate, it would be officially approved via email.	Agreed
	12.2 Rainy Hall DS requested an update on Rainy Hall and the policy that went to Student Council about EUSA continuing to provide a catering provision. CJ reported they had met with the contact at Rainy Hall, and were having ongoing discussions with the University, along with Gavin Douglas.	
	12.3 Impact Report BP updated that EUSA had sent out the Impact Report to its stakeholders and the reaction and feedback received had been very positive.	
	BP thanked everyone for attending and closed the meeting at 350pm.	

Signed: Date:
(Chairperson)