

minutes

Meeting of:	Trustee Board
Place	Boardroom, Woburn House, Tavistock Square
Date and Time:	18 th October 2010, 4pm
In Attendance:	Aaron Porter (chair), Shane Chowen, Ed Marsh, Susan Nash, Rebecca Gordge, Kainde Manji, Fabian Neuner, Emily Rowe, David Fletcher, Jacqueline Davies, Karlene Davis, Kate Davis.
Apologies:	Karl Hoble, Dan Randall, Olivia Bailey
Staff:	Matt Hyde, Chief Executive; Jim Dickinson, Director of Campaigns and Strategy; Henry Solomon, Interim Head of Finance; Nick Smith, Democratic Services Co-ordinator; Simon Rayner, Director of Communications; Jan Sowa, Consultant; Emma Cox, Director of Member Development.

1. Introduction and Administration

Kate Davies (KD) opened the Board at 4pm.

1.1-3 Apologies were noted, including from Aaron Porter (AP) who was late due to a meeting with John Denham. There were no conflicts of interest to declare and the minutes of the last meeting were accepted as a true and accurate reflection.

1.4-5 The actions from the last meeting were noted and there was nothing more to add.

2. Reports

2.1 Matt Hyde (MH) presented the Chief Executive's Report. Special thanks from the whole board were noted for the work of the staff and officers involved in the response to the Browne Review, especially the Political Strategy Unit.

Emily Rowe (ER) asked for an update on senior staff recruitment. MH reported that the NUSSL Director position was due to start next week and that the positions for IT Director and Finance group manager were due to be advertised again in 2-3 weeks.

The report was approved.

2.2 The NEC minutes were noted.

2.3 The Democratic Procedures Committee (DPC) report on delegate numbers at National Conference was noted. The Board was assured that Conference was expected to come in within budget again this year.

5. Finance and Resources

5.1 David Fletcher (DF) gave a verbal update on the ARR meeting held earlier that day.

5.2 Henry Solomon (HS) updated on the pre-audited end of year position for 2009/10 which was likely to be a small surplus. The year end position would show a £576,000 of prior year adjustment relating to balance sheet errors incurred over many years.

5.3 The board noted the update on Management Accounts, which would be circulated to the board once produced.



minutes

The Board thanked Henry Solomon for agreeing to extend his term as Interim Finance Director.

Aaron Porter joined the meeting and resumed the chair.

3. Strategy

3.1 Reserved Business

4. Operational

4.1 Reserved Business

4.2 Reserved Business

4.3 The Board *approved* the Marketing and Communications Strategy.

4.3 Reserved Business

6. Corporate Governance

6.1 The Board received an update on the incorporation of NUS, a process and motion for which DPC has approved at their meeting on 14th October. Kainde Manji (KM) wanted clarification that the proposal would require a meeting of both National Conference and the Company Members to pass any changes to the Memorandum and Articles. This was confirmed.

The update was *noted*.

6.2 The Board received a verbal update on the creation of an NUS Charity. Jim Dickinson (JD) had consulted with Bates Wells and Braithwaite (BWB) and had removed the Charitable Objects which the Board had raised concerns about.

