

MINUTES OF THE PROCEEDINGS
of the ninth meeting of
the **Executive Committee**
of the Imperial College Union
in the 2009-2010 Session

The meeting of the Executive Committee was held in meeting room 6 of the
Union Building on the 4th June 2010 at 12.30pm

Present:

President	Ashley Brown – Chair (AB)
Deputy President (Clubs & Societies)	Jenny Wilson (JW)
Deputy President (Education)	Jonathan Silver (JS)
Deputy President (Finance & Services)	Danny Hill (DH)
John James	Deputy President (Welfare) (JJ)
ICSMSU President	Anil Chopra (AC)
RCSU President Katya-Yani Vyas (KV)	
Clubs and Societies Board representative	Andrew Mclellan (AMC)
Representation and Welfare Board representative	Chris Darby (CD)
Permanent Observer:	
Governance and Administration Coordinator	Rebecca Coxhead (RC)
Operational Manager	Robin Pitt

Observer: Alex Kendal President elect, CGCU President elect He-in Cheong

Apologies: CGCU President Dan Lundy

Not present: Clubs and Societies Board representative Henry Debens, Representation and Welfare Board representative Tim Barrett

1. CHAIRS BUSINESS – none

2. MINUTES FROM LAST MEETING – not available

3. NEWERPOL PROJECT PROGRESS

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

RESOLVED:

- 1) To accept the paper.

The agenda was reordered to consider agenda item 7, any other business as the next matter of business

7. ANY OTHER BUSINESS

7.1 FUND ALLOCATION FOR 'UNION HELPERS'

NOTED:

- a) The Membership Services Manager suggested allocating funds to a scheme to encourage volunteers to help with Freshers moving in to halls.
 - i. This will work similar to the UCL model.
- b) It was pointed that this should extend across the University and specifically with Postgraduates.
- c) Training will be essential to ensure that the helpers are giving the correct information.

- d) The President suggested that he will talk to Denis Wright and the Head of College Commercial Services to see if they think that volunteer helpers will help.

ACTION:

1. **The President to discuss viability of the Union providing student helpers during Freshers week.**

4. COURT RE APPOINTMENT

RECEIVED: the paper was presented by the President

NOTED:

- a) The board moved to a vote on the paper and there were no objections.

RESOLVED:

- 1) **To nominate Stephen Brown as a new life member of the Court, his term to run from 1st August 2010 to 31st July 2013.**
- 2) **To nominate Mark Chamberlain and Karl Bonney to the Court, their terms to run from 1st August 2010 to 31st July 2011.**
- 3) **To endorse the re-appointment of Jarlath Molloy to the Court.**

5. GLIDING CEP

RECEIVED: The paper was presented by the President

NOTED:

- a) This did not get transferred due to an administration oversight.
- b) It will show on this year's book.
- c) Currently investigating what 'went wrong' 3-4 years ago but it appears the issues tend to arise in the handovers period; the new committee not quite sure what has gone on or things get forgotten about.
 - i. This is not necessarily the fault of the club.
- d) Wye has £37k in a trust fund that can't be used apart from anything apart from WCUS clubs.
 - i. The President is investigating being able to access these funds.
- e) The internal audit did not pick these transfer irregularities up which is an extreme concern.
 - i. The President stated that he will discuss this with the auditors.

ACTION:

1. **The President to raise the issue with the internal auditors that they did not pick up the irregularities in the balance transfers.**
- f) The President stated that he wants to get a operational plan in place before the end of the year which outlines the procedure to signing over accounts from treasurer to treasurer.
- g) The committee moved to a vote on passing the paper and it was passed unanimously.

RESOLVED:

- 1) **To approve paying of the money owed to the Gliding Club this year from the relevant budget line - therefore approving an overspend within the budget.**

6. MINIBUS REPLACEMENT STRATEGY

RECEIVED: The paper was presented by the Membership Services Manager

NOTED:

- a) Demand for minibus bookings is greater than what can be supplied by the Union.
 - i. Data is available on the bookings unable to be processed due to not having the van's available to hire. This does not take in to account those who have looked online and then seen the booking is not possible.
- b) The fleet is making enough money to cover the costs of buying extra vans; the limiting factor is parking space around campus.
- c) Leasing is not an option; this was investigated 3-4 years ago but the findings were that this was not feasible.
- d) Capital expenditure wise, the Operational Manager stated that this is sustainable in the long term.

e) The committee moved to a vote on passing the paper and it was passed unanimously.

RESOLVED:

- 1) To formally approve the ordering of two additional minibuses for delivery in September 2010. To allow the purchase order to be up to £62,000. This is to allow for an on-the-road purchase price at the dealer – but mandating use of the Charity Purchasing & Services Centre’s bulk discount scheme and the reclaiming of VAT to make up the difference. The final target cost to be around £53,000.**

The meeting closed at 1.30pm

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

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