

MINUTES OF THE PROCEEDINGS  
of the second meeting of  
the **Executive Committee**  
of the Imperial College Union  
in the 20010-2011 Session

The meeting of the Executive Committee was held in meeting room 6 of the  
Union Building on the 27<sup>th</sup> August 2010 at 2.00pm

**Present:**

President	Alex Kendall – Chair (AK)
Deputy President (Clubs & Societies)	Heather Jones (HJ)
Deputy President (Education)	Alex Dahinten (AD)
Deputy President (Finance & Services)	Ravi Pall (RP)
ICSMSU President	David Smith (DS)
GSA Chair	Deena Blumenkrantz (DB)
<b>Permanent Observer:</b>	
Governance and Administration Coordinator	Rebecca Coxhead (RC)

**Observers:** Felix Editor Kadhim Shubber

**Apologies:** Deputy President (Welfare) Charlotte Ivison (CI), RCSU representative elect Scott Heath, Senior Treasurer, Simon Archer

**1. CHAIRS BUSINESS – none**

**2. SNOOKER CONTINGENCY**

RECEIVED: The paper was presented by the Deputy President (Clubs & Societies)

NOTED:

- a) The energy drink spill was covered by the club.
- b) The club was not involved in the moving process; this was part of the building contingency.
  - i. It was not clear what money in the building contingency.
- c) The committee moved to a vote and it was passed unanimously.

RESOLVED:

- 1) **To reimburse the club from either Exec contingency pot or Building works budget to the amount £200.**

**3. ICU RAG FUNDRAISING MATERIAL CLAIM**

RECEIVED: The budget was presented by the Deputy President (Education)

NOTED:

- a) Currently have more people collecting than collection buckets.
- b) The banner will be used at events to brand RAG.
  - i. The banner will need to be ordered before Freshers Fair which is why the request is coming to Executive Committee and not Representation and Welfare Board.
- c) It is unsure exactly what funds are in the RAG account.
  - i. There is outstanding sponsorship from KPMG from last year that has not eventuated.
- d) It was suggested that Charities give buckets to RAG to collect for them but it was pointed out that it means that they buckets are branded and can only be used for that charity.
  - i. Buckets will inevitably be borrowed and not be returned and thus the RAG Chair will be using valuable time chasing after 'lost' buckets.

- e) The Deputy President (Finance & Services) stated that RAG events should be self funded, however the Deputy President (Education) pointed out that events are run to raise money for charity and attendees expect that all the money goes to charity.
  - i. It was pointed that charities take a portion of funds raised to cover 'expenses'.
- f) The buckets will be used by other clubs for fundraising.
- g) It was suggested to approve the principal of the expenditure and if the expenditure is not approved by Representation and Welfare Board then this should be taken from RAG.
  - i. It was pointed that this unfair due to the unknown state of the RAG account.
  - ii. It was suggested that someone from RAG pay for equipment and then claim it back.
- h) It was suggested that the banner be funded from the Executive Committee and as the buckets are not needed immediately, these be applied for at RWB once it meets.
  - i. The committee moved to a vote on funding the banner and the vote is as follows:
 

FOR	4
AGAINST	2
Passed	

**RESOLVED:**

- 1) To fund up to £103.50 for a single 15' x 3' RAG banner**

**ACTION:**

- 1. The Deputy President (Education) to report this funding of the banner at the first meeting of Representation and Welfare Board.**

**4. CHARING CROSS BAR REFURBISHMENT**

RECEIVED: The proposal was presented by the ICSMSU President

NOTED:

- a) The Executive Committee reserves are approximately £24k.
  - i. The Executive Committee reserve is for emergency contingency.
- b) College Commercial Services has given £10k to the refurbishment.
- c) Harlington has been applied to in the past but it has been rejected.
  - i. Other trusts have also been applied to unsuccessfully.
- d) The committee moved to vote on the paper and it was passed unanimously.

**RESOLVED:**

- 1) To grant the ICSMSU £7086.96 for the refurbishment of the Reynolds Bar from Exec Reserve.**

**5. ENT'S AND SOUTH KENSINGTON BARS BUDGET**

RECEIVED: The budget was presented b the Deputy President (Finance & Services)

NOTED:

- a) The consolidated summary shows a reduced surplus and shows the impact of losing metric for a month due to the delay in the refurbishment.
- b) The main change is the permanent bar staff at South Kensington which will have a change to the structure.
- c) Stewards are funded 25% from South Kensington bar, 25% from Ents and 50% from Beit Office.
- d) Ents now reflects that there are no ents in July.
  - i. The bottom line is reduced by £5k since the budget was presented last.
  - ii. The budget also reflects no employment costs in Metric due to this not being open.
  - iii. The 'advertisements/subscriptions/ in 'ents promotion' has been halved.
- e) The committee moved to a vote and it was passed unanimously.

**RESOLVED:**

- 1) To pass the presented Ents and South Kensington bar budget.**

## 6. ANY OTHER BUSINESS

### 6.1 Website improvement

RECEIVED: The paper was presented by the President

NOTED:

- a) The 'what's on' calendar can advertise all union activity; Faculty Unions, Management Group and College.
  - i. Clubs will be able to upload content through workbench but is not intended for internal communication.
- b) Extra functionality will be able to be added but this will come at a cost.
  - i. Potentially this will have facebook functionality.
- c) The Deputy President (Clubs & Societies) requested that there will be a 'Freshers' category.
  - i. There will be a balance between overloading categories.
- d) A full technical specification has not yet been drafted.
- e) It was proposed and agreed to approve the paper and if 'other media' come back with an quote exceeding £12000 for both projects, then an email decision will be made by the committee.

RESOLVED:

- 1) **On the condition that 'other media' accept the price of £12,000 for both projects, £7,000 will be diverted from the Exec Reserve to pay for the 'What's On' Calendar.**
- 2) **If 'other media' come back with an quote exceeding £12000 for both projects, then an email decision will be made by the committee.**

### 6.2 CAPEX budget

NOTED:

- a) The Deputy President (Finance & Services) reminded the committee that a decision is still outstanding on the approval of the CAPEX budget for the SAP project.
  - i. The decision was not made at the time when the rest of the CAPEX was approved due to the committee not having all the information to make a concerted decision.
- b) The amount is £25k for the SAP project.
- c) The Deputy President (Finance & Services) stated that he circulated the information as to where the SAP project is 'at' to the committee but did not bring this information to the current meeting.
- d) The committee agreed that the Deputy President (Finance & Services) should re-circulate this information to the committee and a decision be made at the next meeting.

The meeting closed at 3.15pm

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

\_\_\_\_\_ 2010/11