



**UL STUDENTS' UNION**  
**www.lincolnsu.com**  
*Representation, Participation, Inspiration*

**University of Lincoln Students' Union  
Executive Committee**

Minutes of the meeting of the Executive Committee  
Held on Friday 15 February 2013 at 11.00 am  
In the Students' Union Board Room

**Present:**

Wesley Wells, Deputy President (Chair)  
Francesca Anderson, Officer for Students  
Dan Sam, Vice President Activities  
Kayleigh-May Coddington, Officer for Students (from 12 noon)  
Lindsay Westgarth, College Representative – College of Social Science  
Jade Snedeker, Sports Officer

Also in attendance

James Brooks, Chief Executive  
Amanda Marshall, Executive Assistant

**Noted:**

- The meeting was not quorate, therefore matters were for 'discussion' only

**1.**

**1.1 Apologies for Absence**

Apologies for absence were received from Loryn Good, Jennine Fox, Tom Candy, Google Seeburn, James Wigger and Hugh Lound

**1.2 Declarations of Interest**

- No declarations of interest were received

**Discussed:**

- Further to the Executive's previous discussions and actions, it was discussed and agreed that the President would, on the Executive's behalf, write to those officers who were not complying with the bye laws, notifying them of the consequences

**2. Minutes of the meetings held on 31 January 2013**

**Noted:**

- Due to the meeting not being quorate, the minutes of the meeting held on 31 January 2013 were not approved.

**3. Matters Arising**

**Photographs of full-time officers to be provided by AM to University for SU Yearbook**

**Noted:**

- This has been completed

**President to write to Bullet editors advising of Exec's decision to suspend Bullet**

**Noted:**

- Not yet completed

**Groups Officer James Wigger to speak with Representation Co-ordinator Aidan Mersh/Marketing & Communications Manager Ross Ironfield to discuss groups promotion**

**Noted:**

- Groups Officer James Wigger was not present at the meeting to report on progress.

**College of Social Science Rep to follow up library drinks foundation with University Librarian**

**Noted:**

- This action has now been completed.

**President and VP Academic Affairs to arrange a Student Experience Committee meeting for Hull students**

**Noted:**

- This has been completed.

**Volunteer Logs**

**Noted:**

- A reminder to all to complete volunteer logs

**AGM proposal**

**Noted:**

- To be carried forward for completion at a later date.

**4. Student Feedback from GOATing**

**Noted:**

- Everyone to provide feedback from GOATing to relevant full-time sabbatical officer

**5. Campuses**

**Noted:**

- Nothing to report

**6. Feedback from key meetings**

**Noted:**

- No feedback to receive.

**7. Project Updates & Campaigns**

**Elections:**

**Noted:**

- There will be a SU presence in the GCW Library for three days during week commencing 18 February 2013, from 7.30 am to 10.00 am – with free teas and coffees being provided

**Varsity**

**Noted:**

- All information on the event is now available on the SU website

**Stamp it Out**

**Noted:**

- This campaign has now finished

**NSMW/Go Green/National Student Volunteer Week**

**Agreed:**

- VP Welfare & Diversity Andrew Twagira to circulate an email update on the week's event to the Executive team

**Staff/Student Conference**

**Noted:**

- Updates on workshops have been published on the daily staff/student list alerts

**SU Awards**

**Noted:**

- The project group is currently finalising the guest list, and it is hoped to be the best ever awards event to date

**8. Communications Priorities**

**Agreed:**

- Varsity, Elections and SU Awards

**9. Any Other Business**

**Finance**

**Noted:**

- James Brooks advised the Executive that the Board of Trustees has been informed about the current state of the Union's finances
- The University has today admitted that it is at fault, and has taken responsibility for the mistakes that have occurred on the Union's accounts
- The University will be providing the Union with an additional sum of £14,000 to cover the charges
- James Brooks has now been provided with the Bank Manager's details, and will be working with colleagues so that the Union can apply for its own credit cards (rather than having University ones)
- A substantial amount of work is underway with Finance Controller Dean Howard and Deputy Chief Executive Ian Johnston to bring the Union's finances in-house, using SAGE, subject to trustees' approval
- The SU's accounts are currently being redone by Catherine Connell (Management Accountant) – and will be circulated to the Executive when complete

**Insurance**

**Noted:**

- James Brooks and Ian Johnston met with the Union's insurance company Endsleigh earlier this week and the Union currently are overinsured in some areas, and underinsured in others
- This situation will be rectified shortly, and it is hoped that costs savings on the current £12k fee will be realised

**Sleep-Out Proposal**

**Noted:**

- Kay hopes to finalise the details of the campaign with Ian Johnston, by the end of next week

**13. Date of next meeting**

**Noted:**

- The next meeting of the Executive Committee will take place on Thursday 28 February 2013, at 10.00 am

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(Chair)

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Date