

Board of Trustees Minutes

City, University of London Students' Union is a registered charity (charity number 1173858) and a company limited by guarantee registered in England and Wales (company number 10834450).

16:30 PM, 02 July 2020 | Meeting held remotely via Microsoft Teams

Members	Initials	Meeting 1 08.10.19	Meeting 2 03.12.19	Meeting 3 04.02.20	Meeting 4 22.04.2020	Meeting 5 25.06.2020	Meeting 6 02.07.20
Saqlain Riaz (President)	SR	✓	✓	✓	✓	✓	✓
Ruqaiyah Javaid (VP Education)	RJ	N/M	N/M	N/M	N/M	N/M	✓
Shaima Dallali (VP Community and Wellbeing)	SD	N/M	N/M	N/M	N/M	N/M	✓
Nick Ratcliffe (Lay Trustee and Deputy Chair)	NR	✓	✓	✓	✓	✓	✓
Alan Latham (Lay Trustee)	AL	✓	A	✓	✓	✓	✓
Janet Legrand (Lay Trustee)	JL	✓	A	✓	✓	✓	A
Clare Searle (Lay Trustee)	CS	✓	✓	A	✓	✓	✓
Rumnique Gill (Lay Trustee)	RG	N/M	N/M	✓	✓	✓	✓
Katherine Higgs (Student Trustee)	KH	✓	A	✓	A	✓	A
Ghayathri Sivakumar (Student Trustee)	GS	X	✓	✓	A	A	✓

Key: "✓" = Present, "A" = Apologies given, "N/M" = Non-member, "P" = Partial attendance, 'X' = Non-attendance

Included in the circulation	Initials	Reason and Meeting Section
Philip Gilks	PG	Chief Executive (Committee Secretary), All
Margaret O'Donnell	MO	Interim SU Head of Finance and Operations, All
Hannah Roberts	HR	Deputy Chief Executive, All

Formal

1. Finance Regulations

(Paper: BT1959)

MO introduced the regulations and explained the rationale for having regulations and provided assurance that the changes were to reflect appropriate processes for an organisation of this size.

The Trustee discussed the regulations and a number of questions and points were raised including a request to see an issue date and reference to page numbers, further clarity when the preparation of the annual budget happens, what the Head of Finance can approve among a number of other drafting points. MO responded to queries and confirmed appropriate changes would be made in the regulations to reflect the Trustees' feedback.

Decision

The Board **approved** the Finance Regulations.