

## Board of Trustees – Action Tracker

Meeting(s)	Minute	Action	Responsible	Timeline
<b>Matters Arising</b>				
1 <sup>st</sup> Feb 2018	5.2	<b>Annual work plan</b> Forward planners to be available to board for all Committees	Admin support officer	June 28 <sup>th</sup> 2018
1 <sup>st</sup> Feb 2018	9.5	<b>Management accounts</b> Monthly management accounts to be circulated to board	Managing Director	Monthly
1 <sup>st</sup> Feb 2018	10.4	<b>Update on data analysis of Union membership</b>	Managing Director	End June 2018
1 <sup>st</sup> Feb 2018	10.5	<b>Felix review</b> Update on the current progress of the review	Managing Director	Update to Communications Committee – To come to Board 28 June 2018
1 <sup>st</sup> Feb 2018	14.6	<b>Barriers to inclusivity</b> All members to send suggestions as to what they believe are the barriers to the organisation being inclusive.	Managing Director	June 28 <sup>th</sup> 2018
23 <sup>rd</sup> May 2018	8.6	<b>SRR</b> Reissue the date following Board residential discussions	Managing Director	June 28 <sup>th</sup> 2018
23 <sup>rd</sup> May 2018	13.10	<b>Role of the Union and Constituent Unions</b> Update Board on working group members	Union President	June 28 <sup>th</sup> 2018
23 <sup>rd</sup> May 2018	14.2	<b>Student trustee interviews</b> Lay trustee volunteer is needed to join the interview panel	Lay Trustees	Email update by 12 <sup>th</sup> June to Union President
23 <sup>rd</sup> May 2018	18.2	<b>Sustainability within the Union</b>	Managing Director and Deputy President Finance and Resources	June 28 <sup>th</sup> 2018