QUEEN MARGARET UNION

MINUTES OF THE 2020 AGM

AGM - Saturday 24th 2021

QMU 2021

1 Sederunt

Minutes of the Queen Margaret Union Annual General Meeting 2020 (30th October)

1 Sederunt

R. Campbell, L. McWilliams, L. Farquharson, T. Burnip, F. Pennington, M. Bryars, C. Doran, M. Scott, B. Erin, D. Grindlay, H. Ng, C. Hughes, J. Hay, A. Tsernoh, C. Hall, P. Khindria, R. Johnston, R. Friels, R. Greenshields, L. Kane, G. Brown, C. Campbell, C. Cumming, J. Smith, J. Scott, Z. Gatt, J. Gibson, A. Robertson, C. Condon, S. Ranglani, M. Kostoulia, J. Hunter, F. Saeed, A. Kapoor, S. Zarli, C. McNally, M. Bahilo, T. Queen, M. Welsh

2 Apologies

H. Valentine, G. Rutherford, E. Fletcher

3 Minutes from the last Annual General Meeting

RCam When we went to look for minutes of last AGM, we found no copies on computers.

CHugh To address this, genuinely we have no idea where they are – they were written up in 2018, but Charles emailed them through to the President email but we can't seem to find it, nor is it on the laptop, so apologies for this.

RCam We have taken legal advice on this and been told we can vote to pass it in absentia with the 2018 AGM Minutes.

2019 Minutes voting in absentia
Proposed: R. Campbell
Seconded: L. Farquharson
PASSED

MBry I propose to post the minutes online / email from now on so we can make backups.

CHugh A good idea! Some form of backup is needed.

4 Report of the President(s)

Chair is passed to C. Hughes

CHugh Thank you to everyone for joining us, and the exec for organising this. I was under stress when writing this report and wrote some things in a way that I would not do if it were now, so apologies if you felt bad when reading the report. First the relationship with the university, the block grant increase did not go through and did not receive the bonus amount. In the business section, I wrote about the different things that might happen, not sure how many of these things have happened since writing

Chair is passed to R. Campbell

RCam Bookings in the union has been minimal, our spaces are socially distanced ready, but not quite large enough for large socially distanced meetings. The university told us they won't be booking our spaces, but from January they have decided to book out our IT hub on the second floor and receiving revenue from that. Gigs are far down the pecking order in terms of income due to the Covid-19 situation.

CHugh The business side of things are completely different to what it was during my term. Spent a long time on rewriting and amending the Constitution and Byelaws but did not work out as had hoped. Apologies for the misattribution of Life Members in the report. Glad to see movement made to bring back the CBP Committee.

GBro Assistance was offered a few times but was never accepted which was frustrating.

6 Report of Vice President Membership, Clubs & Societies

PKhin Who was in charge of your Finance Committee meetings?

CHugh A treasurer wasn't elected in the 2019 AGM due to a larger discussion about finance committee and how that functioned. The previous treasurer had and changes made to move to an accountancy firm that would fulfil the role of the treasurer. In terms of finance to the board, we had a lot of issues with our accounts and couldn't provide them to the board due to glaring issues in the system.

AAnd The board received very little financial information when the finance committee was operating over the last few years for sometimes understandable reasons as the financial situation was so worrying. I think there was more discussion and information and updates on the much-improved financial situation pre-pandemic.

GBro That really should have been a decision the members made at an EGM or AGM though Courtney. Bye Laws were passed for a new constitution that never passed. You basically ran the union with the new financial controls without being granted the ability from members.

FPen Who's Dorothy Welch, and what is her position?

CHugh Dorothy Welch, who has retired, was the deputy secretary for the university and was our contact for the university's finance committee who we make our block grant submissions to.

PKhin I'd like to note swearing in the report also, that is not professional of a President.

CHugh That will be amended and changed and sent to Ruaraidh.

Report passed by:
Proposed: D. Grindlay
Seconded: R. Friels
PASSED

5 Report of Vice President Board of Management

JSmi Not much to add to the report due to Covid-19 making most of the suggestions unable to be performed on. Some things like socials were acted on, but there isn't much else to add.

GBro There was a bit in the report in which it goes into a grievance letter against yourself, just worried some of the content is confidential so might need to amend or make parts of it confidential.

JSmi Felt like it was necessary to put it in to reflect the year that we had. We can amend that.

FPen I think edited would be better than completely removed as I agree that it is important to include and be transparent.

Report passed by:
Proposed: R. Greenshields
Seconded: C. Hughes
PASSED

6 Report of Vice President Membership, Clubs & Societies

MWel Nothing else much to add, everything I want or could say is in the report. Apologies for being late.

RCam That was a remarkably quick

FPen What are the membership numbers looking like at the moment?

MWel At the time of writing (April) there were 4191 members.

6 Report of Vice President Membership, Clubs & Societies

Report passed by:
Proposed: J. Hay
Seconded: L. Farquharson
PASSED

7 Report of Honorary Treasurer

RCam As mentioned, we don't have an elected Hon. Treasurer, but we have asked Brendan O'Donnell to present our reports in place.

BO'Do The person who does the accounts should be different from the Hon. Treasurer, and someone independent of me should be in that role so someone can question what I'm doing and my work for the best possible service. This could be a student potentially who may have an interest in finances and could hold people to account.

RCam Under the constitution, unfortunately this person needs to be a chartered accountant.

BO'Do I could suggest a separation of the role to be someone who critiques it rather than does the finance which creates a system of checks and balances. Prior to the current management team, we had 5 years of losses, losing £1 million – quite frankly unacceptable. When we came in 9 months ago, we were tasked with turning around the financial performance of the QMU, since then we were looking on track to profit £79,000 in year up into March; then into June due to Covid-19 a break-even.

RCam Could you give people a sense of what key areas we've done well in?

BO'Do We looked at each individual department and section of the QMU and what we did well and didn't do well, and what we could improve on. We've improved on management of finances and control and approval over them which was a weakness of last management. Students and a large number of board members seeing figures could be seen as a waste of time of the Union's resources.

RCam I completely disagree that it would be a waste of time for board members to see the Union's finances.

PKhin Where did we perform better and save money? Was it mainly from sales? Events? External/uni bookings? Cost saving? Did sales particularly go up or was it more one area of the other?

B'ODo The biggest factors were the bistro and the café, the food offering of bistro was a loss making activity and a review of the food offering has seen it become a profit making function. A definite area of improvement is the gigs aspect of the union and trying to pull events of acts and bands students would want to see.

CHugh From my perspective it was primarily sales from the café and bistro, and university bookings that provided the most profits. Some external bookings such as gigs weren't performing as well.

RCam In terms of events, what do you know about students events planning process?

B'ODo I know of it, but haven't heard much about it from financial point of view, but difficult as haven't heard of seen bands and acts that have come in recently that fit the bill of big and new recent bands.

RCam This isn't for lack of trying.

TQuee Could I suggest that in future the trade union also be included within these consultations and business planning? The staff are, after all, as integral to the QM as the rest of us. Having a dedicated link between management and trade union is incredibly important that the business decisions being made are made with all the different aspects built in.

B'ODo Best could be to continue building this relationship from here.

7 Report of Honorary Treasurer

RCam We are in the process of recognition of Unite as our trade union but have stalled for reasons mostly attributed to Covid-19.

GBro The only thing that concerns me with this is the management staff team has been mentioned a lot more than the student lead government.

B'ODo I would say if you looked at the finances, you need to make sure the Constitution is robust enough to prevent the losses that have happened from what has happened before.

GBro The finances were just as strict as they are now, if not more, from 1989-2010s which saw the student run finances run successfully, just the five years you mention were impacted heavily.

B'ODo I feel we are on a same page, so I will leave it to the powers within the Constitution as it's not my expertise.

PKhin I absolutely agree that finances need to be much tighter from the past five years and we can't just throw money around. My only concern is that money does need to be pushed into student projects and we cannot just turn into a building that is rented out as sole for income.

PKhin Can I just ask - was it the universities decision to not send a representative for finance committee anymore after there was no honorary treasurer?

CHugh I believe Alec retired from a lot of extra roles he held at the same time Terry retired. They sent a representative from their finance department to Turnaround Boards.

TQuee Could I suggest that in future the trade union also be included within these consultations and business planning? The staff are, after all, as integral to the QM as the rest of us.

Report passed by:
Proposed: C. Condon
Seconded: C. Hughes
PASSED

TQuee General question-- I've not received any emails from the QM for a couple of years - which email should I contact to get on the list?

RCam Email me at the President's email and we will deal with that.

8. Reports of the Convenors of Standing Committees

8.1 Report of the Campaigns and Charities Convenor

RCam Heather cannot make it. Robbie, our current Convenor, and Courtney can answer questions regarding this.

RGree There isn't too much to add to Heather's report, the Covid-19 circumstances got in the way towards the end. We've adapted to the situation and have remote systems and order forms for condoms and period products from a distanced and collect from time slots. ***I***'d just like to update that the 2019/20 fundraising total is £4892.73!

FPen Do you have updated fundraising numbers from last year?

RGree Not on me at the moment. Statistics in the report are still relevant. The full number of all takings have been published somewhere but can be retrieved after the AGM.

DGrin Is there any scope for a more active role across social medias in advertising the C&C activities?

8.1 Report of Campaigns & Charities Convenor

RGree We now have a social media account and a social media position. @qmucampaignsandcharities – considering expanding to other platforms.

TQuee Is anything virtual happening for Red Ribbon Ball this year? It was started at the QM by a close friend of mine who couldn't make it tonight.

RGree We made the decision to not do anything for Red Ribbon Ball this year. We decided to push it back into January, but now we are in Tier 3 and almost November, it wouldn't be responsible to hold anything.

CCon Are you doing Movember?

RGree Yes, unfortunately.

PKhin £1,800 Elephant money that wasn't traced, has it been found?

RGree No, unfortunately not.

CHugh It was raised in January and Covid-19 side-lined this investigation.

RCamp We weren't aware this was still an ongoing issue, so we will get onto it.

DGrin Something separate should be set up for potential donation system, which was difficult to do due to the current system. This is still, in terms of governance, concerning that this hasn't been traced. This needs to be brought to a satisfactory conclusion.

RGree I completely agree, I recall a PayPal suggestion. I believe the Elephant committee want to establish that. I don't think this is the main priority now due to lack of fundraising, but when the Covid-19 restrictions are lifted to a degree, we will look at this more.

PKhin I completely agree, there needs to be something in writing and policy around C&C money to ensure it always makes it to charities, and a protocol for getting money from collection to bank accounts.

Report passed by:
Proposed: F. Pennington
Seconded: P. Khindria
PASSED

8.2 Report of the Convenor of Current Student Representatives

RGree There isn't much to update on. I went into what I saw the CCSR turning into in the future. I think it's a tricky situation right now.

Report passed by:
Proposed: L. Farquharson
Seconded: F. Pennington

8.3 Report of the Events Convenor

RCam There is not much to add to the report. Covid-19 has restricted the ability of events, but we have done some online stuff with social, and tech seen over Freshers'. The events calendar unfortunately wasn't that busy.

FPen What has happened to the overlap of events and social, what are you planning now?

RCam At the start of this year when it looked like we wouldn't have an events convenor we discussed quite a lot about the idea of merging committees with two potential roles still to carry the work. I would say that it is

8.3 Report of Events Convenor

too much for a sole convenor, but to merge it is a good idea. This year, it is not been necessary, the focus on recording live bands has re-established events as a separate category and the distinction has been there.

TQuee Social was usually the evening things and events was more the gigs, it was interesting to see this is still being commented on. What I took into account from the report, was the same problem we had in 2008 and upwards: things have been failing to a lack of proper PR which lead to the failure of some successful events.

RCam This has been as you said a consistent problem. We used to have a marketing person and advertisement which we no longer have, and we have some good members who are strong at advertisement and graphic design, this isn't sustainable in the long term. Running on shoestring budgets also hasn't helped at all.

LFarq We struggle to flyer and PR at halls due to security and management at halls not allowing us.

JHay I've been removed from halls trying to flyer and PR unfortunately.

CHugh Miscommunication of advertisement of halls was also problematic.

Report passed by:
Proposed: P. Khindria
Seconded: D. Grindlay

8.4 Report of the Publications Convenor

RCam Eleanor sends apologies, Susanna the current convenor is present.

SZar Nothing much to add – it was a good year last year with strong fundraising. Conditions this year unfortunately have created concerns for fundraising. Otherwise, our online presence has been much better with followings going up and not having issues with pitches and articles.

Report passed by:
Proposed: C. Hughes
Seconded: T. Queen

8.5 Report of the Social Convenor

JHay In terms of updates, there are nothing to update bar Freshers' Week. We did well considering what we thought the reality would be. Good numbers and crowds in Freshers' Week. In terms of online content, most people are sick of online content and it doesn't engage that well. I think the merging of the two committees would still require two meetings each week due to the difference of style of meetings.

DGri Just wondering, did you meet up with other student bodies to compare notes with how their experiences went.

JHay I asked GUSA and SRC how they went, did ask some members of GUU about how they went but didn't get a great reply. SRC told similar difficulties and GUSA focus was quite different.

LFarq Talking to GUU and their Executive, it is very much the same – the Southern Comfort night didn't do very well.

JHay The time of online stuff has kind of passed from the early days of lockdown, it is difficult to grab attention these days.

8.5 Report of Social Convenor

FPen In terms of GUSA, my sister was a Fresher, and found that they had a large number of things cancelled due to attendance issues.

GBro I run a tourism company and work closely with all universities in Glasgow, this year I don't have events, and things have been hit and miss as well. We need to try reinventing the wheel every time, so try keep looking at new ideas.

JHay We've had a load of numbers of things we want to do, but Covid-19 has side-tracked things, as well as other mitigating factors.

PKhin The semester two numbers were great and were great numbers for social committee and attendance which was always a difficult thing to achieve. Congratulations.

Report passed by:
Proposed: R. Greenshields
Seconded: C. McNally

8.6 Report of Tech Convenor

CCum Nothing much to add due to so much changing after I left. Transferred to doing things online and livestreaming. We have a very competent tech team so a thanks goes to them, as well as our Freshers' Week tech team. We did recording for QMU Live over summer and had loads of interest for bands in Glasgow and people asking us to play so has been going on fairly well.

Report passed by:
Proposed: A. Tsernoh
Seconded: C. McNally

9 Announcement of election of President, Vice President (Membership, Clubs and Societies) and Vice President (Board of Management)

The new Executive Committee are:

President:	Ruaraidh Campbell
Vice President Membership, Clubs & Societies:	Laoise McWilliams
Vice President Board of Management:	Lachlan Farquharson

10 Announcement of the Election of members of the Board of Management

Campaigns & Charities Convenor:	R. Greenshields
Events Convenor:	*unfulfilled*
Publications Convenor:	S. Zarli
Social Convenor:	J. Hay
Tech Convenor:	A. Tsernoh
Current Student Representatives:	S. Ranglani, M. Grant, C. Doran, B. Erin, R. Johnstone, H. Ng, C. McNally, F. Saeed, M. Bahilo, T. Burnip, I. Murfitt, J. Gibson, R. Friels

11 Nomination and Election of Honorary President

1 nomination: A. Anderson

Votes cast. A. Anderson deemed elected.

12 Nomination and Election of Honorary Vice-Presidents

4 nominations: F. Pennington, C. Cumming, P. Khindria, A. Kapoor

18.12 Constitution Amendment 6

Votes cast. P. Khindria and C. Cumming deemed elected

13 Nomination and election of Honorary Life Members

2 nominations: S. Hay (a dog), A. Petrie

Votes cast.S. Hay and A. Petrie deemed elected.

14 Nomination and election of Honorary Treasurer

RCam [Referring to written proposal] We can delay this with a vote to look to find someone to take up this role.

PKhin A rewrite of the Constitution is not viable to do by this. Given the finance committee didn't sit as was supposed to on the Constitution, already those things have been broken. I would strongly suggest that at this EGM that you also bring an amendment to this EGM how the Finance Committee runs.

CHugh I second this point, look at how the finance committee works if making such changes.

GBro As we saw in December, EGMs might not always get the result you want. There is also the risk that the treasurer might pass, but the people in attendance might not pass; you also need to raise the job description that they have and will follow to avoid issues.

Vote to reassess function and role of treasurer and function and role of finance committee.
Proposed: R. Campbell
Seconded: L. Farquharson
PASSED

15 Nomination and election of Auditors

1 nomination: Alexander Sloans

Votes cast. Deemed elected.

16 Nomination and Election of Solicitors

RCam [Referring to Hon. Treasurer vote] This is a more limited role where we have no current nomination and proposing a similar vote to the Hon. Treasurer vote.

PKhin Who have we been going to for legal advice in respect to this?

RCam Bill Templeton (RPL Associates), mainly University HR advice as well. We're doing what we can here.

GBro: McClure Naismith was who we went with before. Can you look into what happened with them in case it was a reason we stopped.

Vote to delay election of Solicitor
Proposed: R. Campbell
Seconded: L. Farquharson
PASSED

17 Nomination and election of Bankers

1 nomination: Royal Bank of Scotland & Allied Irish Bank

Votes cast. Deemed elected.

18.12 Constitution Amendment 6

MBry Would be nice to go with an ethical bank, but I like to ask the upcoming exec to look into the options.

18 Alterations to the Constitution

18.1 Constitution Amendment 1

PKhin would like to propose in addition to c1, but change noticeboard to post on the union noticeboard and on the union's website and all social media channels.

GBro Relevant social media; I propose that for such events I propose that for these events, quorum should not be needed to pass these things. This will most likely be a problem you will run into again. So I propose a point 5 for an "extraordinary extraordinary" EGM, such as online, I propose we don't have a quorum.

MBry Propose correction to pandemics from international pandemics.

TQue I strongly agree for what we are talking about specifically in such events like we are in now.

18.2 Constitution Amendment 1 (P: R. Campbell, S: L. Farquharson)
PASSED

18.3 Amendment 1.1 – change wording from 'International Pandemic' to 'Pandemic'
PASSED

18.4 Addition 1.2 – change to wording of C. 1. There shall be an Annual General Meeting of the Union during the first four weeks after the spring vacation, notice of which is to be posted on the Union notice board, official Queen Margaret Union website and relevant social media at least 10 days prior to the date of the Meeting and shall be exhibited there until the date of the meeting.
PASSED

18.5 Amendment 1.3 - (v) There shall be no quorum for these exceptional circumstance General Meetings. + fix the numbering
PASSED

18.6 Constitution Amendment 2 (P: R. Campbell, S: L. Farquharson)
PASSED

18.7 Amendment 2.1– change wording from 'International Pandemic' to 'Pandemic'
PASSED

18.8 Amendment 2.2 – change the numbering
PASSED

18.9 Constitution Amendment 3 (P: R. Campbell, S: L. Farquharson)
PASSED

18.10 Constitution Amendment 4.1 (P: L. Farquharson, S: R. Campbell)
PASSED

18.11 Constitution Amendment 4.2 (P: L. Farquharson, S: R. Campbell)
PASSED

18.12 Constitution Amendment 6 (P: L. Farquharson, S: R. Campbell)
PASSED

18.12 Constitution Amendment 6

GBro Point of order, The outgoing board and exec have traditionally purchased a drink in the QM bars for incoming board following elections and general meetings. Can I get confirmation this tradition will be upheld at the earliest possible opportunity?

RCam Of course, whenever possible.

19 Any Other Competent Business

19.1 Vote of Thanks

Vote of thanks to Ruaraidh Campbell for hosting and chairing the AGM
PASSED

Vote of thanks to the previous Exec
PASSED