

USI Finance Committee 2018-2019

Draft Minutes of a meeting held on 14 November 2018

Present: Chris Newell ©, Richard Hammond, Marie Lyons, Marie Sheedy, Stephen McCrystall, Aaron Burke, Síona Cahill. Ben Archibald (S) and Gareth Williams (Accountant) Attending.

The minutes were approved. There were no matters arising not to be discussed in the next meeting.

Checklist

The Chair asked the General Manager if there had been any change in the accounts or financial services. The General Manager confirmed that there was not – but that the process of opening the bank account for reserves was underway.

Affiliation Fees Update

The GM went through the affiliation fees update outlining who had and had not paid to the end of October. He also outlined some colleges having paid some amounts after the end of October which did not show on the accounting.

The Chair asked if there was a reason for fees coming in more slowly than usual.

The GM said that there were quite a few colleges which hadn't received their own capitations yet. He identified two universities which had not been able to discharge fees as yet.

The Chair asked about the possibility, raised at the previous meeting, of some amalgamating unions not being a position to discharge their fees. A conversation ensued about this matter, with the conclusion that this could become a live issue in the future.

The GM said that he had been in contact with one of the imminently amalgamating member unions which had expressed certainty that their fees would be paid.

Spend against budget

The GM outlined some details of the spend against budget.

Stephen McCrystall asked if it was likely that there would be any further expenditure in the Print and Promotional Line Item in the budget, given that it had already exceeded its proposed budget.

The General Manager said he did not anticipate any further expenditure in this area and the Chair disagreed, saying that it was entirely likely that there would be additional expenditure in this area.

On Training, Development and Welfare, the Chair noted that this line item was exceeding its proposed budget and that he would like to see more detail on this at the next meeting.

A discussion ensued about the possibility of a fund being put together to allow for support for a member college experiencing difficulty attending National Council meetings. After a discussion it was determined that no such scheme would be implemented in the interim and that any such scheme would require the support of the Congress to advance.

Programmes

The GM outlined the profile of expenditure on the discrete programmes in the organisation. He identified that there was now a need to investigate continuation of the Housing programme whose pilot funding would run out in April.

The Chair expressed concern that there was a budget set for the programme for the year and that this risk of non-continuation had not been flagged to the committee. The GM said that until very recently there had been an understanding that the programme would continue but that the time for continuation application was imminent, and that he was working with the Department of Education on this.

The Chair asked for more details on these to be available for the next meeting.

Other Business

The Chair asked that Office Options be tabled for the next meeting. There was a need to consider fairly soon whether USI was going to be able to purchase an office or revert to renting.

Next Meeting

It was agreed that a meeting be scheduled provisionally for 10th December; it was necessary to examine a periodical financial report due to be made to National Council – but that the meeting might not be necessary if the committee could agree the financial report in advance of that meeting. The report would issue as early as possible to allow this.