

FOUNDATION BOARD MEETING

TUESDAY 9 MAY 2017

Report: Minutes of the meeting held on Wednesday 8 June 2016
Author: Clerk
Action: Approve
Status: Open

Present: Judith Doyle (Chair)
Shelley Raine
John Holt
Nadine Hudspeth
Sally Hancox

In attendance: Samantha Pritchard (Clerk)
Joseph Porter (Development Officer)

Apologies: Darren Heathcote

FDN/16/1 **Welcome/Apologies**

The Chair opened the meeting and accepted apologies from Darren Heathcote.

FDN/16/2 **Minutes of the meeting held on 29 September 2015**

The minutes of the meeting held on 29 September 2015 were approved.

FDN/16/3 **Matters Arising**

There were no matters arising that were not covered as substantive items on the agenda.

FDN/16/4 **Foundation Applications and Awards**

Nadine Hudspeth presented the report to the Board in the absence of Darren Heathcote. The Trustees queried whether applications had increased from the previous year and asked for this to be included in the next report. The Trustees wanted to understand the impact that the Development Officer had brought to the activities of the Foundation and the number of applications received by the Foundation as a result of his actions to raise awareness of the Foundation's existence.

The Trustees also asked for statistics on how many successful applicants said they would give something back to the Foundation, and how many applicants have in fact given something back.

The Chair noted that if travel was an inhibiting factor in accessing provision at the College, this needed to be supported by the Foundation. The Trustees agreed there would be a push in marketing over the summer to tie in with the new academic year.

The Trustees noted the content of the report.

Action: Darren Heathcote to include in future reports statistics as to the number of applications, the number of applicants who agreed to give something back to the Foundation, and how many applicants have given back to the Foundation to date.

FDN/16/5 **Proposal for Elite Bursary Scheme**

The Chair explained that the College is developing an award in memory of Keith Cann-Evans. This was aligned to the strategy of the College to achieve the best results for students, maximising their potential and setting aspirational goals. The bursaries were intended to be high profile and competitive.

The Trustees considered the content of the proposal and considered whether the elite bursary's administration should sit within the Foundation. It was agreed that the concept of the elite bursary fitted very well with the Foundation's objectives and that it would make sense for it to be administered by the Foundation.

It was confirmed that bursary provision would be awarded from within the 15% provided for in the Foundation's budget. It was agreed that funds would be reimbursed to the College once per quarter, by the Foundation, in order to provide an easy to manage administrative and financial process.

It was also suggested that the sports department be tasked with organising a fund raising event for the Foundation in order to give back for the bursaries received.

Sally Hancox joined the meeting at 2.20 p.m.

It was agreed to establish an elite bursary scheme, supported, administered and marketed by the Foundation, with bursaries being initially met by the College for administrative ease and recharged to the Foundation on a quarterly basis.

FDN/16/6 **Foundation Development Officer Update - Confidential**

This item was deemed confidential.

FDN/16/7 **Finance Report**

John Holt presented the Finance Report to the Board. Against a target of £30,000, the Foundation had received an income of £17,500, including £2,500 from fund raising.

The Board considered it appropriate to have a similar budget for the next academic year, in particular in order to facilitate the provision of the elite bursary scheme. A Trustee asked if there were any areas of the College that were currently under performing or recruiting poorly, and whether anything could be done in these areas with support from the Foundation. In general, the Trustees agreed that the aim of the elite bursary scheme was to provide a distinct proposition to set Gateshead College students apart and that sport and dance are some of the most competitive areas for recruiting students. It was noted that travel expenses could be met for students on Level 3 programmes and at degree level to encourage dancers who live out of the area to attend the College. It was felt that this would strengthen the opportunity to have a great dance degree programme at the College.

Shelley Raine highlighted that the business start-up fund had not had any funding for two years. Notwithstanding this, students were coming forward requesting assistance with business start-up ideas. She queried whether the Foundation was able to give small loans to be paid back over time.

The Clerk confirmed that it was possible for the Foundation to provide loans to beneficiaries. To the extent that the Trustees did not believe that providing the loan will achieve the best possible financial return, the Trustees must be satisfied that in providing the loan, they are doing so to seek to achieve the charitable objectives of the Foundation.

Provided the loan is being given to beneficiaries of the Foundation, in furtherance of the Foundation's charitable objectives, it would be permissible to provide a loan in this manner.

SR suggested a budget of £10,000. Overall, the income of the Foundation was expected to be £30,000 and expenditure £86,000.

It was agreed that a budget of £10,000 would be provided for business start-up loans provided that such loans could be demonstrated to be linked to the advancement of education through improvement of skills.

It was agreed that the target for fund raising would be maintained at £30,000 for the next academic year.

FDN/16/8 **Any Other Business**

There was no other business to consider.

FDM/16/9 **Date of next meeting**

It was agreed to find a date for mid to late September for the next meeting.