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Description automatically generated **MARJON STUDENT UNION**

**BOARD OF TRUSTEES 2023/24 M3** Board of Trustees

**21st February 2024** 21st February 2024

Additional Agenda item

**Minutes Extraordinary Board Meeting**

**(TB23/MD/3)**

|  |  |
| --- | --- |
| **Action** | Approval |
| **History** | Annual May Ball |
| **Author** | Mick Davies |
| **Date** | 19th February 2024 |
| **Document Type** | Paper |
| **Reason for Paper** | Minutes Extraordinary Board Meeting – May Ball 2024 |

***Extraordinary Board Meeting***

***May Ball 2024***

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***18th January 2024***

***1400-1500***

***Meeting facilitated on Teams***



**MINUTES *(Approved)***

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**Invites extended to:** Sarah Boyd (Marjon SU President & Trustee Board Chair), Daniel Tinkler (External Trustee & Trustee Board Vice Chair), Liam Williams (Marjon SU Deputy President), Graham Briscoe (External Trustee), Dev Aditya (External Trustee), Paul Guildford (External Trustee), Ania Jackowska (Student Trustee), Chloe Lewis (Student Trustee), Emily Chipperfield (Student Trustee), Mick Davies (Marjon SU GM), Abigail Bevan (Observer)

**Present:**

Sarah Boyd (President & Trustee Board Chair) SB

Daniel Tinkler (External Trustee & Trustee Board Vice Chair) DT

Liam Williams (Marjon SU Deputy President) LW

Graham Briscoe (External Trustee) GB

Paul Guildford (External Trustee) PG

Ania Jackowska (Student Trustee) AJ

Chloe Lewis (Student Trustee) CL

Mick Davies (Marjon SU GM - in attendance) MD

Abigail Bevan (Observer) AB

**Apologies:**

Dev Aditya (External Trustee) DA

Emily Chipperfield (Student Trustee)                                                   EC

The paper had been previously circulated by MD.

**MD presented the paper as follows**

At the board meeting, 6th December 2023, the trustees were concerned upon hearing about the historically low purchase and attendance to 2023 Freshers’ events.  MD reported that, if this percentage (30%) of sales was carried over to May Ball tickets it would result in an almost £9000 loss for MSU, even, taking into account the usualuniversity support.

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|  |  |  |  |
|  | **Forecasted** | **Percent** | **Actual** |
| Surplus from events | £4500 | 15% | £489 |

Consequently, we have been requested to convene this extraordinary meeting to discuss the following:

* **To go ahead at all with a May Ball this year in its’ normal configuration**
* **To look at a scaled down event on campus for maybe up to three hundred**
* **To skip a May Ball this year**

1. **To go ahead at all with a May Ball this year in its’ normal configuration**

The May Ball normally costs in the region of £21000 to stage to which the university usually contributes around £7000 due to using some of the infostructure for other events. The remaining £14000 requires the union to sell in excess of 550 tickets, ranging from £25 to £30. However, this year attendance at our events has only been 30% of the last two years.

Last years’ May Ball sold 700 but if the trend continued this would present as 210 tickets (£600,) on top of this the university have indicated that considering their own finances, they would be unlikely to be supporting the event at all this year. The result, a potential loss would be in the region of £14000/15000.

**Pros** … the normal May Ball experience

Slim possibility of achieving a surplus to add to budgeted events income

**Cons** would require 700 attendees all paying full price of £30.

Potential loss that would wipe out reserves

**2. To look at a scaled down event on campus**

The bulk of the expense of the Ball is staging it on the quad where we have no existing infrastructure. My proposal for this option would be to stage the event in the bar garden utilising existing; stage, bar, boundary fencing, reducing marquee size, lighting, and sound equipment. We would set an initial budget of around £5000 and propose to sell tickets at £20. This would then obtain a breakeven point at 250 tickets, but the space would allow for twice this amount.

**Pros**

Giving the students a summer event albeit scaled back

Cheaper ticket sales

Much increased possibility of making a surplus

**Cons**

Students may feel “short changed” by a reduced event

Possible to make a loss (albeit much reduced)

Damage to May Ball reputation effecting future ticket sales

**3. To skip a May Ball this year**

**Pros**

No loss risk

Possible larger uptake 2025?

**Cons**

Reduced student experience

No possibility of adding a surplus

After discussion GB proposed that the board opt for option 2 on the proviso that the maximum effect on our reserves would be £5000, and both the GM and officers were confident that the university would support the event with security costs, and there were no additional unforeseen costs due to health and safety or estate requirements.

Meeting close 1500