

Minutes of Meeting 16th February 2011

Held at the society's rooms 23 Stonegate York.

Present

M J Stower, Mr Andrew Grace, Dr Sarah Anderson, Dr Delyth Jones, Dr Michael Harran, Dr Greg Richardson,

1. The future of the manager/ Administrator's role was discussed. It was felt that the responsibilities of both administrator for the society and managing the building were too much for one person as the roles were so very different, especially the legal side of running the leases etc and providing 24 hour cover for emergencies. It was thus agreed that the post should be split to a position very similar to before Mr Adam Simeon was appointed.

Mr Grace presented a quote from T J Mudd for running the buildings and it was agreed that this should be pursued with an aim to have a contract signed by 28/2/2011. It was suggested that if at all possible slightly better terms should be negotiated. It was stressed that the current contracts for the gardener and cleaner should be continued.

2. Mr Paul Herring takes up his post "full time" on 21/02/2011, but he has been able to put some hours in beforehand. Michael Harran said he was willing to spend some time with Paul, above what the President has already done. MJS will ask Paul to make contact.

Paul Herring is currently only contracted until 31/5/11 subject to review at that time. MJS is to ask Helen Duffy if it is possible to simply extend his contract to a permanent post or whether the post has to be formally advertised. (22/2/11 reply from Helen Duffy we do not need to advertise)

3. Mr Simeon had received £2,000 towards the cost of a course at a University to pursue his career, as minuted in **Tuesday 1st June 2010 6.30pm**

9.0 Mr Simeon's University Fees:

9.1 After discussion it was agreed to pay half the required fees for his course to a maximum of £4,000 to assist with completing a 2 year course in Building Surveying at Herriot-Watt University.

It was also stated that if AS leaves the Society's employment within

two years of completing this degree the full amount will be paid back to the Society. AS to send an invoice account to the Society as proof

Note!

the module has been purchased. There are 8 modules for the MSc and the Society feels they will see the benefit of having an in house surveyor to carry out building maintenance reviews saving the society consultancy fees in the long term.

Council has been disappointed that Mr Simeon has made no contact with Mr Herring to ensure a smooth transition despite promising to do so prior to leaving and repeated requests to make contact. It was agreed that as Mr Simeon had probably saved the society some expenditure that an offer will be made to him that if he agrees to meet Mr Herring for two half days (3.5 hours each) the society will only ask for repayment of £1500., should he decline this offer the full £2000 will be requested.

4. An e-mail from Mr Chintapatla was discussed and it was very much considered that this was a move towards his resignation as treasurer, MJS to clarify this with him.
5. Mr Grace is having problems finding a president for the year 2012- 2013, thus it was agreed that all officers of the council including the President should be open to all members up to 7 years after retirement. This will be taken to the AGM.
6. Date of next meeting **Tuesday 29th March 2011** @18.30 at the society rooms. Please note this has been altered from 8th March