

Minutes –Board Meeting 27 May 2013

1. Election of chairperson

Michael Ravn was elected

2. Election of minute taker

Tina Halborg was elected

3. Account by the Chairman

a. Recap of handover

The retiring Afgående formand og Michael Ravn will in the coming months meet every other week to ensure a gradual transition. Moreover, Michael Tilsted will participate in the board meetings until the summer break.

b. Summary of meeting since the last time

- i. ØF: We held a meeting with Jens and Rikke (Deputy Chairman and Chairman) to discuss the future cooperation between SL and ØF. Moreover we discussed dates for ØF-parties in the autumn. The first Friday after the Introduction Week, ØF will have a bar in Klubben, which will secure the participation of Oecon-students at the party. Furthermore we have agreed that ØF will hold parties these Fridays: 20/9 (introduction trip), 1/11 (J-day) and 6/12 (Andespil, which might not be allowed to be held on Campus Fuglesangs Allé by the University).

Moreover ØF has shown interest in throwing a joint J-day party in the future.

In addition to this, ØF has been granted permission to hold Friday bar in the M-building fra 15-18 every Friday.

- ii. Deloitte: We held a meeting with Deloitte regarding internal economic supervision. The suggestion will be elaborated under point 8.
- iii. Aarhus Symposium: The co-operation agreement between AS and SL will be discussed this week. Their wishes were relatively easy to meet (cheaper printing, storage space, etc.) and in return SL will get excellent exposure in connection with Symposium.
- iv. Oecon. Rusuge: We held a meeting with the coordinators from the Oecon introduction week. They are more forthcoming than earlier and it has been agreed that they can use SL's IT facilities Friday in the introduction week for an IT introduction and purchase of SL-membership. Moreover, the cooperation agreement in relation to the introduction week was discussed and they will come back with a valuation of the offers SL has given.

4. Account by the Managing Director

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a. News from the areas of business

At present, we are recruiting for the position as Management Assistant. The board was urged to spread the word to relevant candidates.

The poster for ACC Head Coordinator expired this week, but it has been extended because of lack of candidates. The board was strongly urged to think about and contact relevant candidates. Especially analytically strong personalities are wanted or alternatively people with project management experience. It was discussed if a change in compensation could do the difference.

The management has started a ‘summer break project’ and in that connection Kristian has had a meeting with Thomas from Hildebrandt/Brandt for strategic discussions. The reporting is expected to be very precise.

For the heel tap’s party 21 June 2013 we will use online sale of tickets. This will be the first time that the online shop is to be tested and it is expected to be fully operational for the party 30 August 2013. At present, we are recruiting for a new head of bar and bartenders for the new bar in Nobelparken. Moreover, it has been examined if our insurance will cover theft of deposit (from bottles) in Klubben. A total of DKK 160,000 has been granted to modifications in Klubben (floor, ceiling and better lighting). In addition to this, fire extinguishers and distress lighting have been granted, which means that we don’t have the lease that from time to time. Besides, SL Wifi has been shut down, as it does not follow the rules from AU IT.

The suggestion to change supplier of laundry has come to a halt; however, it has resulted in a collective change on all of campus at a later point. The reconstruction in Caf’Inn will have to be made after September, which means that it will be pushed even further (it has to be done in the summer break). It was discussed, if it was possible to open a point of sale in the lunch break to ease the queue.

The introduction week is to hire the instructors this week and Kristian has stressed that the coordinators should be attentive towards conflicts of interest (e.g. bar owner from the city). The number of candidates is satisfactory. The Oecon introduction week has expressed interest towards using the Aula Monday in the introduction week, and therefore the coordinators from SL have had a meeting with the institute about this. It was decided that the Aula should go to Oecon introduction week, which means that language and communication will hold their Monday night party in Nobelparken.

The introduction trip’s budget has been tight this year (because of a new location), however, in this week they negotiated a new agreement with busses, which means that they will save DKK 50,000 compared to last year. Together with Carlsberg’s donation of DKK 30,000 it is beginning to look okay.

The Master Introduction Week is short on candidates, and the board is urged to spread the word.

b. Nobelparken

Per Hendriksen and the Managing Director at Arts have in this week been asking questions about the new bar in Nobelparken. Kristian has done everything to speak out for SL (which

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Egil and Christa by the way agrees upon), however Per Hendriksen maintains that the bar is only to be used on Fridays (afternoon and evening).

Kristian has had a meeting with Carlsberg regarding the agreement in Nobelparken. Ceres is trying their best to make us change supplier, but as long as TuborgFonden is in play, no agreements will be changed.

c. Printing solution

Kristian has had meeting with Canon and Xerox and both parties have given an offer to pay our leasing agreement out. Their solutions will demand an online payment module, which potentially can prove expensive. Both offers will be assessed finally, when they have been received and all machines will be changed when time comes.

d. TuborgFonden

Our application was processed this Tuesday, but we have not heard anything yet. This is crucial for our investment in sound and lighting in Nobelparken.

5. Financial Assessment

a. General financial assessment – April 2013

Salary percent and gross profit margin have gone a bit off in Caf’Inn, which Kristian has stressed to them. However, it is still satisfactory.

Klubben is still not performing as hoped, however it is due to ‘Spring is Here’. For the first time in a very long time they have made profit this month.

Years so far we are far behind the budget, but we have focus on the costs, which has resulted in a saving of around DKK 130,000 so far.

6. Working group for cost-management

It was suggested to hold a planning meeting and a working weekend with focus on cost-management. Andreas Fabricius, Stine Flening, Michael Ravn and Kristian Deleuran was elected for the group.

7. Audit work

Kristian explained Deloitte’s suggestion and their observations regarding our audit work. It was decided that Kristian will contact Deloitte for a more specific offer, which matches our needs and wishes.

8. Oecon Introduction Week

a. Approval of contribution

The final draft is still awaited, but a contribution of DKK 25,000 was approved.

9. Approval of Minutes from the Annual General Meeting (AGM)

The minutes is not yet ready, which means that this point is postponed for next board meeting.

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10. Signing of Rules of Procedure

The Rules of Procedure was approved and signed by all board members.

11. Matching of Expectations

a. Possible additions to the matching of expectations

The matching of expectations was examined and relevant points were added.

b. Signing

The signing was postponed to the next board meeting.

12. Strategy trip 2013

a. Status

Stine Flening has examined the possibilities to lending a family summer house on Fyn at the price of DKK 200 each night + consumption.

b. Next steps

It was discussed, which members from management should attend the strategy trip. The management will begin their plans of action (master plans and milestones for three focus areas: Klubben, Nobelparken and the Introduction Week) this week. Therefore, it was decided that Kristian, Stefanie and Jasper should be invited to the strategy trip.

A new working group to focus on the Introduction Week was appointed. This group will focus on the instructors and new students (must-win battle) in cooperation with the coordinators from the Introduction Week. A plan of action for communication to the instructors (for example a contract) will be produced asap. The group consists of Michael Ravn, Christian Wolff, Louise, Tina and Kristian.

13. Next meeting

Next board meeting (and working day) is Friday 21 June at 8.00 o'clock.

14. Evaluation

a. The Board meeting

Going forward this will be a regular point on the agenda to secure an ongoing evaluation.

It was discussed that the time (15.00) was very good, since the energy level was higher than last year. Therefore, we will try to arrange board meeting earlier in the day going forward.

Moreover, it was suggested that we mark any assignment with bold so that it is clear who has to do what.

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b. The board work in general

Generally there was a positive appraisal of the energy at the meeting and everyone was satisfied with the level of participation.

15. Misc.

Stine Flening presented an elaborate definition of the role as employer represent in the board. She has had meetings with the different areas and heard their wishes. For example she would like to open a Facebook group for SL employees to create a social platform where the SL employees can stay updated on social events.

It was suggested that minutes could be sent from 9to5 to employees going forward and that they could be finished a bit faster.

It was decided that the satisfaction questionnaire should be done after the summer holiday.

Michael Ravn and Tina Halborg was elected as new members for the board in Café Klubben.