Hon. Treasurer Report

It has been my honour to act as support to UCML expenses since late February, and to have taken up the role of Treasurer in its new configuration in late June. I look forward to working alongside the new Membership Secretary on resetting the UCML financial operation.

I will briefly update on the status of the Membership as a swansong to the rolling together of both roles, which I think is a wise decision on UCML’s part to abandon.

Membership Update

Some progress has been made with catching up with arrears since the Winter Plenary in January:

- Out of a possible 60, 11 HEIs will need chasing up for 2021 subscriptions and payment from 30 HEIs is still outstanding for 2022.
- Only 8 are paid for 2023.
- Out of a possible 25, 5 Subject Associations have not paid 2021, 20 have not paid for 2022.
- Only 3 have paid for 2023.

I am pleased to report that ITI (Institute of Translation and Interpreting) is in the process of joining UCML as an Associate member.

Chasing up subscriptions takes work and UCML do well to have separated this from the financial overview. As can be evidenced, some very focussed catch-up work is needed on memberships.

Some years back, we started to encourage members to pay two annual payments simultaneously, which reduced the work for everyone involved. The use of PayPal for payments also helped. Both these factors also allowed us to get ahead on our finances and created a stability which has stood us in good stead for the recent 5 month stretch without significant membership work, but that advantage has now been lost.

Liam and I have been able to pick up some loose threads in the paperwork and some subscriptions have recently been and are presently being processed. I look forward to working with Sandra Salin to regularise this situation.

Income - £4,577.59

- UCML accounts have received £4,400 in membership subscriptions since the Winter plenary. All institutions are now paying in arrears.
- The savings account has received £77.59 in interest.
• Due to problems with transfer of accounts/cards with NatWest, we received compensation of £100.

**Expenses - £14,613.43**

• Executive assistant fees so far this year come to £7,000.00.
• Small grant payments have come to £4,872.54.
• Steering group travel has come to £788.45.
• Payment for the Microsoft suite is a regular monthly outgoing, and it has increased to £23.52.
• There have also been extra payments, making the total monies paid to Microsoft in past 6 months £219.59.
• Our yearly website subscription to WordPress has come up this month, £498.00.
• We have made the first payment of £800 to our new PG Bursary scheme.
• We been charged small bank charges amounting to £12.25.
• A donation of £100 was also paid, as well as our £125.00 EEASH subscription.
• £70 was paid to for the travel of 2 Routes Cymru presenter at Durham conference.

**Balance**

Our total net assets are: **£552.97** in the current account and **£11,417.37** in savings.

UCML has halved its assets in the last 6 months, and it has just over a third of the assets it had when I stepped down as Treasurer two years ago. This is not a financially sustainable situation.

**Some reflections**

- We can reduce the email addresses we pay for via the Microsoft Suite
- The increased spends, as always planned, have allowed UCML to successfully invest in our discipline, through the support to Routes, the Postgraduate Bursary, and the Small Grants etc. However, these projects depend on robust membership management and cannot be supported without it.
- The UCML small grants scheme is an innovative scheme that set out to commit £4,000 p.a. to the scheme (September to September) and called for bids of between £250.00 and £800.00. Since its creation, the scheme has committed double that amount per annum (and I note very few bids come in at the lower end of the acceptable range).

Liam has been able to spend some time backdating and updating our small grants records since 2021. Lack of oversight has led to overspend and an emergency round in Jan 2023 to recuperate some applications that were lost in our systems has meant that we funded more extra projects from the previous year to a sum of £2400. All in all, we have effectively committed our (revised?) annual budget for this year. We will need to create better executive oversight of the small grants awards process and we will have to monitor the situation and decide whether to go ahead with the November 2023 round.

The small grant regs also state the scheme is open to colleagues at UCML member HEIs or affiliated organisations, and we may to link the distribution of bids to being up to date with their membership status, as a way of supporting the integrity of the membership process.

Olga Gomez-Cash, Honorary Treasurer, July 2023