

**Board of Directors Meeting  
12pm, Friday the 26<sup>th</sup> October 2018  
Held in the Sutherland Room,  
Science Road, Holme Building,  
MINUTES**

**Board Directors** Liliana Tai, President, Adam Torres, Vice President, Claudia Gulbransen-Diaz, Honorary Treasurer, Zhixian Wang, Honorary Secretary, Jacob Masina, Hengjie Sun (*Apology*), Maya Eswaran, Lachlan Finch, Decheng Sun, Connor Wherrett, Zimeng Ye, Courtney Thompson, Immediate Past President, Jane Drummond, Senate Appointed Director, Marie Leech, Senate Appointed Director (*Apology*).

**USU Staff** Andrew Woodward, Chief Executive Officer and Board Secretary, Sandra Hardy, Director of Human Resources, Alistair Cowie, Director of Sales, Louise Anthony Director of Student Programs, Jess Reed, Head of Operations, Rebecca Sahni, Head of Finance, Ashlea Wallington, Director of Entrepreneurship and Innovation, Angela Dwyer, Assisting Board Secretary

**No#                      Details**

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**The following minutes will be considered by the USU Board of Directors at the monthly Board Meeting that will be held on the 30<sup>th</sup> November 2018.**

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**1. Meeting Open**

The Chair opened the meeting at 1:04PM

The Chair completed the Acknowledgement of Country Statement.

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**1.1 Apologies and Leaves of Absence**

Apologies were noted for Hengjie Sun and Marie Leech.

**B165/18**

**Resolved**

**Jacob Masina / Claudia Gulbransen- Diaz**

**11 Accept/ 0 Against/ 0 Abstain**

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**1.2 Disclosure of Conflicts of Interest**

There were no conflicts of interests.

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**1.3 Minutes of the previous meeting on 28<sup>th</sup> September 2018.**

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The board accepted the minutes of the previous meeting

**B166/18**

**Resolved**

That the minutes of the previous meeting held 31<sup>st</sup> August 2018 be accepted as a true and accurate record of proceedings –

**Lachlan Finch / Decheng Sun**

**11 Accept/ 0 Against/ 0 Abstain**

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**2. Meeting Administration**

**2.1 Business Arising from the Minutes Not Addressed Elsewhere**

No business arising from the minutes

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**2.2 Open Question Time**

Lara Sonnenschein asked whether there will be an official position on the Ramsay Centre from the USU. From understanding there would be a motion, debate and vote over this in today's meeting. Liliana confirmed that moving a motion was never finalised, this is an important issue that will not be replied to today.

Lara highlighted that the USU has taken stance on issues out of the immediate realm in the past.

Jacob believes the positioning on the USU on the Ramsay Centre is not appropriate. The USU is responsible for student life and not academic relations, therefore not appropriate discussion or for USU to take a stance.

Courtney highlighted that the vote is not completely off the table. The USU and board are still considering this.

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**2.3 Motions on Notice**

**2.3.1 Amendments to the Debates Regulations**

Liliana highlighted the main changes to the motion.

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**B167/18**      **Resolved**

**Jacob Masina / Decheng Sun**

**11 Accept/ 0 Against/ 0 Abstain**

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**3. Matters for Decision**

**3.1 Moving Queer Space**

Alistair highlighted the overwhelming support to transfer The Queer Space into Manning house.

**B168/18**      **Resolved**

That the board approve the recommendations in the report.

**Recommendation:**

**Connor Wherrett / Adam Torres**

**11 Accept/ 0 Against/ 0 Abstain**

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**3.2 Confidential Business**

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**B169/18**      **Resolved**

To move the meeting in camera –

**Jacob Masina / Decheng Sun**

**11 Accept/ 0 Against/ 0 Abstain**

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**B170/18**      **Resolved**

To move the meeting out of camera –

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**Connor Wherrett / Lachlan Finch**

**11 Accept/ 0 Against/ 0 Abstain**

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**4. Matters for Discussion**

**4.1 CEO's Report**

Andrew is expecting an outcome for SSAF by the 5<sup>th</sup> November. Regarding HostCo, lots of good work happening and working on refreshing a relationship that can be good for HostCo in the future.

Jane mentioned the revenue for HostCo looks fine, although the costs are too high. Andrew agreed, the event space is constantly evolving and HostCo needs to do so.

**B171/18**

**Resolved**

To approve of the CEO's Report and the recommendations contained therein –

**Recommendation 1:** That the Board note the report.

**Adam Torres/ Zhixian Wang**

**11 Accept/ 0 Against/ 0 Abstain**

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**4.2 Finance Report**

Rebecca spoke to the Finance report. September was off budget by \$123,000, although the next three months are looking promising. Operating costs were very good for the month.

Maya asked of bars and whether we would be planning to update the budget. Rebecca highlighted the current budget position is in line with this year's budget. Next few months will be a lot higher in revenue.

**B172/18**

**Resolved**

That the Board note the report. –

**Recommendation 1:** That the Board note the report.

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**Maya Eswaran / Jacob Masina**

**11 Accept/ 0 Against/ 0 Abstain**

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**4.3 Sales and Marketing Report**

Alistair spoke of the CET intake for ACCESS, this will boost the membership numbers, finishing the year around the same number of members as last year.

Missed budget this month, although year to date quarter million better than budget. Sponsorship and advertising well above budget.

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**B173/18**

**Resolved**

To accept the Sales and Marketing report and the recommendations contained therein –

**Recommendation 1:** That the Board notes the report

**Zimeng Ye / Maya Eswaran**

**11 Accept/ 0 Against/ 0 Abstain**

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**4.4 Operations Report**

Jess spoke of a bumpy month for September with 3-4,000 less transactions than this time last year. F&B currently \$100,000 above budget influenced by the Senior tours and Courtyard hosting several Christmas parties and end of year functions.

Jess was pleased to announce the release of the limited-edition snow globe for Jacaranda season.

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**B174/18**

**Resolved**

To accept the Operations Report and the recommendations contained therein –

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**Recommendation:** For Board Directors to note the report

**Jane Drummond / Lachlan Finch**

**11 Accept/ 0 Against/ 0 Abstain**

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#### **4.5 Student Programs Report**

Jodi thanked Louise and the team for the support while she settled into the USU. September saw a busy month with lots of events taking place and working on planning and strategies for 2019.

#### **Resolved**

That the report be noted.

**B175/18**

#### **Recommendation:**

That the Board notes the report

**Adam Torres / Connor Wherrett**

**11 Accept/ 0 Against/ 0 Abstain**

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#### **4.6 Infrastructure Report**

Alistair spoke of the big month for facilities currently sitting well ahead of budget for the year, although slightly short for this month.

Wentworth AC is ahead of schedule has encouraged looking into other areas of the building. Pest control tender has closed and will be reviewed over the next week.

Outstanding issues, the goods lift in Holme Building has been out of service since June. During a recent walk around the hydrants in the Home having been updated since 2016, flagged with CIS last year.

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**B176/18**

#### **Resolved**

That the Board notes the report and recommendations contained therein-

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**Recommendation:** For Board Directors to note the report

**Zhixian Wang / Lachlan Finch**

**11 Accept/ 0 Against/ 0 Abstain**

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#### **4.7 Innovations and IT Report**

Ashlea spoke of a successful Demo day last week and was very pleased to have so many board and staff supporting INCUBATE.

The INCUBATE launch coming up as well and hope to see everyone there.

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**B177/18**

**Resolved**

To accept the Innovation Programs, report and the recommendations contained therein –

**Recommendation:** That the Board note this report

**Zimeng Ye / Jacob Masina**

**11 Accept/ 0 Against/ 0 Abstain**

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#### **4.8 Honorary Secretary's Report**

Zhixian spoke of the interviews with WeChat and Pulp during October, very pleased to see a new Pulp editor attending the board meeting.

**B178/18**

**Resolved**

To accept the Honorary Secretary's Report and the recommendations contained therein –

**Recommendation1:** That the Board note the report.

**Maya Eswaran / Lachlan Finch**

**11 Accept/ 0 Against/ 0 Abstain**

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**4.9 Honorary Treasurer's Report**

The Honorary Treasurer's Report was taken as read. Claudia mentioned researching best areas for investment for the USU.

**B179/18**

**Resolved**

To accept the report and the recommendations contained therein.

**Recommendation1:** That the Board note the report.

**Adam Torres / Zhixian Wang**

**11 Accept/ 0 Against/ 0 Abstain**

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**4.10 Vice President's Report**

Adam spoke of a successful Safer Communities Action Group, hopeful to see a Sex and Consent Campaign running alongside Welcome Week.

Adam congratulated Jacob chairing Interfaith Council and already taking resolutions forward to working parties.

**B180/18**

**Resolved**

To accept the Vice President's report and the recommendations contained therein.

**Recommendation:** That the Board note the report.

**Claudia Gulbransen- Diaz / Jane Drummond**

**11 Accept/ 0 Against/ 0 Abstain**

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**B181/18**

**Resolved**

To move the chair to the Vice President, Adam Torres, for the President to speak to her report –



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**Maya Eswaran / Zimeng Ye**

**11 Accept/ 0 Against/ 0 Abstain**

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**4.11 President's Report**

Liliana spoke of a busy month and Congratulated the Programs Team for events such as Glitter Gala, C&S Ball and the Annual Dinner.

Also looking into the provision of an Alumni Development Officer in the meantime using this role to connect Alumni to clubs. Alistair confirmed there is a provision in his budget for this role.

**B182/18**

**Resolved**

To accept the President's report and the recommendations contained therein.

**Recommendation 1:** That the Board accept the President's report.

**Jacob Masina / Jane Drummond**

**11 Accept/ 0 Against/ 0 Abstain**

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**B183/18**

**Resolved**

To move the chair back to the President, Liliana Tai –

**Zhixian Wang / Claudia Gulbransen Diaz**

**11 Accept/ 0 Against/ 0 Abstain**

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**5. Matters for Noting**

Liliana congratulated Jane Drummond on her on Wedding during October.

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**5.1 Work Health and Safety**

Noted

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**5.2 Minutes of the Debates Committee**

Noted

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**5.3 Other Matters for Noting**

There were no other matters for noting

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**5.4 Board and Committee Financials**

The Board and Committee Financials were noted.

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**6. Close of Meeting**

**6.1 Matters for Disclosure**

There were no matters for disclosure.

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**6.3 Next Meeting**

The date of the next meeting is Friday 30<sup>th</sup> November 2018.

There being no further business, the Board meeting closed at 2:53PM