

**Board of Directors Meeting
1pm, Tuesday the 30th April 2019
Held in the Cullen 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, Maya Eswaran, Lachlan Finch, Decheng Sun, Connor Wherrett, Zimeng Ye, Courtney Thompson, Immediate Past President (*Apology*), Jane Drummond, Senate Appointed Director, Marie Leech, Senate Appointed Director.

USU Staff Andrew Woodward, Chief Executive Officer and Board Secretary, Sandra Hardy, Director of Human Resources, Alistair Cowie, Director of Sales Marketing & Infrastructure, Jodi Tweed, Director of Student Programs, Jess Reed, Head of Operations, Rebecca Sahni, Head of Finance, Ashlea Wallington, Director of Entrepreneurship and Innovation (*Apology*), Angela Dwyer, Assisting Board Secretary

No# Details

The following minutes will be considered by the USU Board of Directors at the monthly Board Meeting that will be held on Friday 31st May 2019

1. Meeting Open

The Chair opened the meeting at 1:08pm

The Chair completed the Acknowledgement of Country Statement.

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1.1 Apologies and Leaves of Absence

An apology was noted for Ashlea Wallington.

Ongoing apology for Courtney Thompson

B044/19 Resolved

To accept an Apology from Ashlea Wallington

12 Accept/ 0 Against/ 0 Abstain

Moved / Seconded

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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

The board accepted the minutes of the previous meeting

B045/19

Resolved

That the minutes of the previous meeting be accepted as a true and accurate record of proceedings –

Moved / Seconded

12 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

2.2 Open Question Time

No open questions

2.3 Motions on Notice

2.3.1 Cabcharge Policy

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Resolved

To accept the Cabcharge Policy amendments

Moved / Seconded

12 Accept/ 0 Against/ 0 Abstain

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3.2 Confidential Business

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B046/19

Resolved

To move the meeting in camera –

Zhixian Wang / Zimeng Ye

12 Accept/ 0 Against/ 0 Abstain

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B047/19

Resolved

To move the meeting out of camera –

Zhixian Wang / Lachlan Finch

12 Accept/ 0 Against/ 0 Abstain

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4. Matters for Discussion

4.1 CEO's Report

The CEO's report was taken as read.

Andrew spoke of the condensed version of the board reports and the risk deep drive for the month.

B048/19

Resolved

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

Recommendation 1: That the Board note the report.

12 Accept/ 0 Against/ 0 Abstain

Moved / Seconded

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4.2 Finance Report

Rebecca spoke to the Finance report. Highlighting a favourable variance in Operating Contribution of \$61k and favourable variance in Sales of \$10k, although unfavourable variance in total operating costs of \$36k.

Resolved

Recommendation: That the Board note the report.

Moved / Seconded

12 Accept/ 0 Against/ 0 Abstain

B049/19

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4.3 Sales and Marketing Report

The Sales and Marketing Report was taken as read.

B050/19

Alistair highlighted the 26% increase in membership since the same time last year and the positive month financially, currently sitting \$80k above budget estimates.

Adam asked if the socials graphs can return to the report.

Resolved

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

Recommendation 1: That the Board notes the report

Moved / Seconded

12 Accept/ 0 Against/ 0 Abstain

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4.4 Operations Report

Jess spoke to the Operations report. Highlighting the positive sales gains across F&B and a successful Heaps Gay Mardi Gras after party, with 3,000 in attendance and a record bar take of over \$80,000!

B051/19

Resolved

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To accept the Operations Report and the recommendations contained therein –

Recommendation: For Board Directors to note the report

**Moved / Seconded
12 Accept/ 0 Against/ 0 Abstain**

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4.5 Student Programs Report

Jodi spoke to the Student Programs Report. Highlighting a lot of great events on campus for the month, with the launch of MAD, Pride Festival and the 400% growth of the VTEAM!

B052/19

Resolved

To accept the Student Program Report and the recommendations contained therein -

Recommendation:

That the Board notes the report

**Moved / Seconded
12 Accept/ 0 Against/ 0 Abstain**

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4.6 Infrastructure Report

The Infrastructure Report was taken as read.

Alistair spoke of the positive result year to date remaining \$9k ahead of budget and \$1.8k ahead of budget for the month.

Currently seeing CIS working on the Refectory AV and maintenance on Sutherland and Cullen Rooms. Wentworth AC still being finalised.

Pleasing to see the results the with the Citizen Blue bins around campus.

B053/19

Resolved

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That the Board notes the report and recommendations contained therein-

Recommendation: For Board Directors to note the report

**Moved / Seconded
12 Accept/ 0 Against/ 0 Abstain**

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4.7 Innovations and IT Report

The Innovations and IT Report was taken as read.

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B054/19

Resolved

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

Recommendation: That the Board note this report

**Moved / Seconded
12 Accept/ 0 Against/ 0 Abstain**

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4.8 Honorary Secretary's Report

The Secretary Report was taken as read.

Zhixian spoke of the second new club panel with 7 new club applicants and welcomed directors to join and see what it is all about.

Also highlighting of the Opal Concession response from Transport for NSW.

B055/19

Resolved

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

Recommendation1: That the Board note the report.

**Moved / Seconded
12 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 spoke of her and Rebecca's work on the Reserves Policy which is currently in draft stages although will be taken to the next Finance Committee Meeting for review.

B056/19

Resolved

To accept the report and the recommendations contained therein.

Recommendation: That the Board note the report.

Moved / Seconded

12 Accept/ 0 Against/ 0 Abstain

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4.10 Vice President's Report

The Vice President's Report was taken as read.

Adam spoke of the Safer Communities Action Group, discussing a Safer Communities Survey and the proposed Consent Matters Module.

Sitting on the Bright Ideas panel again – Adam was pleased to see the calibre of the applications.

B057/19

Resolved

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

Recommendation: That the Board note the report.

Moved / Seconded

12 Accept/ 0 Against/ 0 Abstain

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B058/19

Resolved

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

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**Moved / Seconded
12 Accept/ 0 Against/ 0 Abstain**

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4.11 President's Report

Liliana provided updates on the month highlighting the smooth running of the C&S Forum and the Easters Debating Championships.

Congratulating all teams who participated, and Emily Kim for winning best Novice and best Overall Speaker!

B059/19

Resolved

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

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

**Moved / Seconded
12 Accept/ 0 Against/ 0 Abstain**

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B060/19

Resolved

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

**Moved / Seconded
12 Accept/ 0 Against/ 0 Abstain**

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5. Matters for Noting

5.1 Minutes of the Debates Committee

Noted

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5.2 Work Health and Safety

Noted

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5.4 Board and Committee Financials

The Board and Committee Financials were noted.

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5.5 Other Matters for Noting

There were no other matters for noting

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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 Friday 28th June at 1pm

There being no further business, the board meeting closed