

THE AUSTRALIAN NATIONAL UNIVERSITY UNION INC.

BOARD OF DIRECTORS

MEETING No 01/2017

A meeting of the Union Board of Directors was held on Thursday 17th February 2017.

Meeting opened at 4.48 pm in the Board Room.

PRESENT:

Mr Tom Lindenmayer	Deputy Chair
Ms Jemma Cavanagh	Elected
Ms Monique Blasiak	Elected
Mr Scott Joblin	PARSA representative
Ms Belinda Farrelly	Appointed
Mr Nathan Kerwood	Appointed

IN ATTENDANCE:

Mr Allan Harkins	General Manager
Ms Kylie Wharton	Minutes Secretary

MINUTES

1. FORMAL MATTERS

1.1 Apologies

Apologies were received from Mr Josh Bolitho, Ms Jillian Molloy, Kanish Oberio, and Mr James Connolly. In the absence of a Chairperson Tom Lindenmayer will act as Chair for this meeting.

1.2 Directors' Interest

No Director's Interest were declared

1.3 Minutes of Board Meeting No 11/2016

The Board resolves to accept the minutes of Board Meeting No 11/2016 held on Thursday 17th November 2016. With an amendment that it is requested by the Board that the Chair to supply a chair's report prior to the meetings is once again noted.

Motion accepted (BM 01/2017 N Kerwood/J Cavanagh)

1.4 Matters Arising from the Minutes

There were no action items to discuss

1.5 Chair's Report: Open discussion Items

The acting Chair provided a report to the Board.

Josh Bolitho the current Chair has resigned from the position of Chair of the Board. Josh will continue to serve as a member of the Board. He is thanked for his service as Chair of the ANU Union.

A thankyou to the General Manager for his work on the tender the ANU Union and ANU Bar put forward for the bar in the pop-up village. The ANU Bar was interviewed as part of the tender process and we expect an announcement on this tender application next week.

The arrangements for the next ANU Union student election have begun. The election will take place the week commencing 20th of March.

We will be continuing our ongoing meetings with the legal team regarding the Union Court redevelopment. The legal team will be attending the meeting today to brief non – conflicted members of the Board on the current legal direction.

The Board noted the Chairs report

1.6 Chair's Report: Confidential Items:

Confidential items report (confidential items report 1)

1.7 Other Confidential items

1.7.1 Union Court redevelopment legal team Briefing (confidential items report 2)

2. General Managers Report

1. Welcome Back: I would like to welcome you all back for the first meeting of 2017. As we all know there are going to be some significant changes to our operations during this year and we all need to rise to the challenges that lie ahead. Whilst we are yet to know our operational footprint going forward, our mission and service goals remain unchanged and should be at the forefront of our strategic planning as we move towards our new surroundings in a redeveloped Union Court precinct.

I would also like to welcome Scott Joblin who has been nominated as the PARSA Representative on the Board for the remainder of the current PARSA Administrations term. Alyssa submitted her resignation from the board as she believed her membership of the University Council severely impacted on her ability to contribute to debate. Scott's appointment is seen as way of ensuring the voice of PARSA is considered in all Board deliberations.

2. Union Court Redevelopment: The Union Court Redevelopment is quickly gaining momentum and the relocation of some of our operations to the Pop Up Village is starting to become a reality. I received correspondence from the University in late December 2016 that they will require the Union and our commercial Tenants to offer

vacate possession of Building 20 on or about the 30th June 2017. This was not a formal notice but a courtesy to inform us of their intentions to take possession of the building at that time. They believe that 1 month's formal notice is sufficient and will deliver such notice once they have established the time frame for the operational capabilities of the Pop Up Village. It may be delayed if the PUV is not ready for occupation in accordance with their timelines.

At this point in time the University have given me written confirmation that the following businesses will be allocated space in the pop up village and that the University will contribute resources and funding to cover the fit out and relocation costs. These premises will be provided free of charge which will make a significant contribution to our profitability during the life of the PUV.

Rosie's: Currently allocated 16sqm but I have asked for more space should some become available. 16sqm is will pose some significant operational challenges should we not acquire extra meterage.

Australia Post & Retail: We have been allocated 60sqm and this is about one third of the footprint we currently occupy. As with Rosie's, it will pose some operational challenges but I'm sure we can design the space to fit in with our needs. I have been in discussions with Australia Post and they have provided me with their minimum requirements which will need to be incorporated into the space.

Subway: Subway has been allocated 45sqm and that is the minimum space required from the franchise group. I have been in discussions with the Subway building development team and they are going to provide a building design to fit with their requirements so we should be OK in respect to our responsibilities to the franchise group.

Pajenka's: We have not been allocated space for Pajenka's and this is quite worrying. I have asked the University to reconsider this decision as it will have a negative impact on the provision of our food aid program. I will keep you abreast of any further discussions in relation to this issue.

Bar: We submitted an EOI for the Bar services in the PUV and are yet to hear of the result. There were 9 providers ask to participate. It was shortlisted to 3 of which we were one and await the results with obvious nervousness and anticipation. I did voice our strong objection to the University in relation to the EOI as I believed that the provision of Bar Services should not have been up for negotiation and that the Union as the existing provider should have been given priority to continue to provide the service.

3. Legal Fee's: As requested at previous Board meetings, the following amounts reflect the payments made to our legal team to date in relation to the Union Court Redevelopment negotiations with the University. All expenses have been approved by the Board and there will be a need for further discussions and approvals as we move forward.

Spend to date: \$22,314.05 inc of GST.

4. Board Elections 2017: The dates for the 2017 Board Elections have been negotiated with the ACT Electoral Commission and we will provide a detailed timetable once it is signed off. The election is pencilled in commencing Monday 20th March to Friday 24th March as per the requirements in our constitution. This year we have 3 undergraduate vacancies to replace Josh Bolitho, Jillian Malloy & Nathan Kirkwood. All three are eligible to re stand should they desire to do so. We also have 1 postgraduate position as is our usual practice with Kanish Oberoi's term coming to an end.
5. 2016 Audit: The Auditors have been booked to do our 2016 audit and will be onsite the last week of February. As is our usual practice, the completed report will be presented to the Chair & Deputy Chair at a formal meeting with the auditors which will then be submitted to the Board at the 30th March 2017 meeting. (Last meeting of the current Board)
6. 2016 Bonus: Just a friendly reminder that the last meeting of the current Board to be held at the end of March is also the time when the bonus payments for the Chair, Deputy Chair and General Manager are discussed. There are no set criteria for the awarding of a bonus but in general terms, the decision is often based around operational performance, personal performance in designated roles and upon delivery of the previous years audited statements. This issue is raised now to give the Board some time to consider their position prior to discussions at the March 30 Board meeting.

The board noted the General Managers report

3. Management Reports: Finances

The Board discussed the finances as of 31st December 2016.

The Board resolves to accept the Management reports (Finance) for the period ending 31st December 2016.

The January figures will be emailed to the Board when available.

(BM 02/2017 T Lindenmayer/ N Kerwood)

4. Executive Election:

Due to the resignation of Josh Bolitho as Chair of the Board it has been moved that the Agenda be amended to include the election of a new Chair.

(BM03/2017 T Lindenmayer/ N Kerwood)

The GM declared that the Chairpersons seat is vacant and called for nominations One nomination was received from Tom Lindenmayer and seconded by Jemma Cavanagh.

As there were no other nominations the GM declared Tom Lindenmayer Chairperson of the Student Union Board

The Chairperson declared the Deputy Chairs seat vacant and called for nominations One nomination was received from Jemma Cavanagh and seconded by Nathan Kerwood.

As there were no other nominations the Chair declared Jemma Cavanagh Deputy Chair of the Student Union Board.

As Josh Bolitho has also resigned as the Chair of the Strategic Planning Committee the seat was declared vacant and nominations were called One nomination was received from Tom Lindenmayer and seconded by Monique Blasiak. Tom Lindenmayer was declared Chair of the Strategic Planning Committee unopposed.

As Tom Lindenmayer vacated the seat as Chair of the Finance Committee nominations were called.

One nomination was received form Monique Blasiak and seconded by Jemma Cavanagh. Monique Blasiak was declared Chair of the Finance committee unopposed.

5. Finance Committee Report

No Meeting was held.

6. Social Committee Report

No Meeting was held

7. Strategic Planning Committee Report:

No meeting was held

8. General Business

1. Belinda Farrelly would like it noted that all directors of the Board should be afforded the opportunity to participate when decisions are made on the commitment of funds in relation to the legal spend concerning the Union Court Redevelopment. These comments were acknowledged by the Chair.
2. It has been requested that the record of Board members attendance at meetings for the current Board period be circulated with the next Board meeting agenda.
3. A Governance issue. It was highlighted that when members of the Board resign all remaining members of the Board should be notified at the first available opportunity.

4. It was questioned whether the Bar tender had been submitted on behalf of the Board as a whole or by the Chair. It was confirmed that it was submitted by the Chair.

There being no further business the meeting was closed at 5.32pm