

THE AUSTRALIAN NATIONAL UNIVERSITY UNION INC.

BOARD OF DIRECTORS

MEETING No 03/2017

A meeting of the Union Board of Directors was held on Thursday 30th March 2017. Meeting opened at 4.03pm in the Board Room.

PRESENT:

Mr Tom Lindenmayer	Chair
Ms Jemma Cavanagh	Deputy Chair
Ms Monique Blasiak	Elected
Ms Jillian Molloy	Elected
Mr Josh Bolitho	Elected
Mr Nathan Kerwood	appointed
Mr Lewis Pope	ANUSA representative
Mr Scott Joblin	PARSA representative
Ms Belinda Farrelly	Appointed

IN ATTENDANCE:

Mr Dominic Kasah	Observer
Mr Suranga Abeygunasekera	A/ General Manager
Ms Kylie Wharton	Minutes Secretary

MINUTES

1. FORMAL MATTERS

1.1 Apologies

No apologies were received.

1.2 Directors' Interest

No new Director's Interest were declared

1.3 Minutes of Board Meeting No 02/2017

The Board resolves to accept the minutes of Board Meeting No 02/2017 held on Thursday 9th March 2017.

Motion accepted (BM 19/2017 J Bolitho / L Pope)

1.4 Matters Arising from the Minutes

Action item 1:

The Chair will organise the advertisement of the GM's position with SEEK on a fixed term basis and liaise with the Recruitment Agencies

Open item

Action item 2 – Degree Cafe
Discussed in confidential item

Closed item

There were no further action items to discuss

1.5 Chair's Report: Open discussion Items

I welcome all members of the Board to the second meeting for the month of March, and what will be the final formal meeting for a number of members.

Firstly, I would like to acknowledge the fantastic work of the members whose terms are ceasing after this meeting. I would like to thank Josh Bolitho, Jillian Molloy and Nathan Kerwood for the efforts they have put in to this Board over the last two years. I would especially like to thank Jillian and Josh. Both have previously served as Chairs and Deputy Chairs of this Board, and their extensive contributions to the ANU Union should be highlighted.

During this meeting, I will be moving that Josh and Jillian, as well as other previous Chairs and Deputy Chairs of the Board, be made life members of the ANU Union, to acknowledge their extensive service to our Board.

The ANU Union General Election was held over the week from March 20 to 23. From what I've heard, the election was conducted in a fair manner, but both tickets showed their commitment and enthusiasm for the Union. I look forward to working with the successful candidates in the next term of the Union.

At the time of writing, we were not yet made aware of the successful undergraduate candidates. I would, however, like to congratulate Tom Nock on his successful election as the postgraduate representative.

The Audit Papers have been signed by myself and Jemma before this meeting today, and we will be presenting these to the Board. There are some important things to note from these papers, which will be explained in more detail later in the meeting.

Additionally, many of you would have seen some media attention the Union has been receiving regarding the proposed Union Court redevelopment, and the implications this development may have on the Union, and on the bar. This has included a story in the Canberra Times, as well as a radio interview I did on ABC Canberra. For those who have not seen these, the media release is on our website and Facebook, and a podcast of the interview is currently posted on the bar's Facebook page.

Regarding the recruitment round for an ongoing replacement for Allan in the General Manager's position, I am continuing to work on preparing a recruitment round and the associated advertising. A combination of study commitments and family matters has meant this is slower than I'd previously hoped, but I will endeavour to have this prepared by the next meeting of the Board.

The Board noted the Chairs report

1.6 Chair's Report: Confidential Items:

Confidential items report (confidential items report 1 – non conflicted)

1.7 Other Confidential items

1.7.1 Degree Café, 2016 Financial Audit (open confidential items report 2)

2. General Managers Report

General Managers Report

Quick Introduction to myself:

Just a brief update for those of you who don't know me, I have been with the Union since 2007 Managing most departments: including Functions, Catering, Events/Bands, and the Bar. I have been mentored by 2 General managers in my 9 years of service at the Union, worked with 10 Union boards, faced and overcome many challenges thrown at the Union during my time.

Prior to the Union I was in an Executive position with the Rydges Hotel chain hence my career background is in the Hospitality industry.

Also my qualifications are in communications (Advertising & Marketing) which was an asset to the Union since I developed both websites for the Union as well as developed its social media platform from scratch, to where we are at now (10,000+ social medial followers, 20,000+ subscribers).

Given my background in hospitality & operations my management style is very hands on, I understand each and every department & the business as a whole from ground up, to date I do not & will not hesitate to jump into any area and help out when need be.

The vision & mission of the Union & its constitution is engraved in me, I consider all staff members as my extended family.

Allan has done a thorough hand over to me over the course of 3 weeks & I'm up to speed with our legal proceedings as well as all other business matters related to our upcoming move to the PUV. Even though I am currently in an acting position of General Manager, I will most certainly be taking part in the recruitment round if one is run for the permanent/contract position, since I firmly believe that I have all of the experience, skill set & know how that is required for this role.

While I power through a whole heap of challenging tasks in this very uncertain time of change that the Union has faced in its history to achieve the best result for the Union board, let me take this opportunity to let each one of you know that I can be approached at any time, so please feel free to drop past my office, email or call me with any questions or concerns that you may have at any stage.

2016 Finance report & audit:

RSM are scheduled hand in the 2016 financial audit for the chair & deputy chair to sign off on the 27th of March.

Elections:

Were conducted from the 20th to the 24th of March by the AEC & went smoothly.

I will organise for a catch up with each of the selected candidates to bring them up to speed with the current situation of the Union, and also to give them a background on operations, finances, constitution of the Union.

St. Patrick's Day:

Went smoothly without any issues. Takings were slightly down in comparison to 2016, however our spend for the event was minimum which in turn made the event financially viable.

Pop Up Village:

We are still waiting Liang & Simmons to get back to us with the adjusted draught license which we have sent through to them. I have flagged this with ANU as well who informed me that it is sitting with ANU legal but should come through to us very soon.

I have started to liaise with the PUV architects and our builders in terms of getting final plans etc so that we can start drawing up our plans for fitouts & lay outs finalised. We will need layout plans finalised for our food businesses to submit to Food Safety Authority for approval before we start on the build.

The set up for Subway and Australia Post will be quite involved due to their strict guidelines however I have already put the wheels in motion with the relevant franchise authorities and will keep pushing through.

ANU Facilities & Services have informed me that they will look out for an office space for the Union; however there are no guarantees since they themselves are looking at office spaces outside of ANU.

I will start looking into office spaces close to ANU so that we have some options to consider if the offer from ANU falls through.

2016 Bonus:

Bonuses to be decided on for The Chair, Deputy Chair, and General Manager (Allan Harkins) for 2016.

The board noted the General Managers report

3. Management Reports: Finances

The Board discussed the finances as of 28th February 2017.

The Board resolves to accept the Management reports (Finance) for the period ending 28th February 2017.

(BM 20/2017 J Bolitho/J Cavanagh)

4. Finance Committee Report

No Meeting was held.

5. Social Committee Report

No Meeting was held

6. Strategic Planning Committee Report:

No meeting was held

7. Vote on Chairperson and Deputy Chair's stipends and the General Manager's Bonus

Confidential item (report 3)

8. General Business

8.1 The 2016 Audited Finance report was discussed and accepted by the Board with the amendments to be made to the current Board details page 20 of the report.
(BM 26/2017 T Lindenmayer/ S Joblin).

8.2 Media Release

Belinda Farrelly discussed her concerns with the Media release that implied it had the support of the Board as a whole which was incorrect. It is requested that we are more careful with the language used in further releases or correspondence.

8.3 The Union website needs to be updated with the current board and minutes.

8.4 A motion was moved to have Josh Bolitho and Jillian Molloy be made life members of the Student Union for their work as Chair and Deputy Chair respectively.

(BM 27/2017 T Lindenmayer / N Kerwood)

There being no further business the meeting was closed at 5.33pm