# THE AUSTRALIAN NATIONAL UNIVERSITY UNION INC.

BOARD OF DIRECTORS

MEETING No 03/2016

A meeting of the Union Board of Directors was held on Thursday 31st March 2016. Meeting opened at 4.03 pm in the Board Room.

**PRESENT:**

Mr Josh Bolitho Chair

Ms Jillian Molloy Deputy Chair

 Mr Tom Lindenmayer appointed

 Mr Tom Lingafelter Elected

 Ms Ashley Griffiths Elected

 Mr Ben Kremer appointed

Ms Belinda Farrelly Executive Director

Mr Ben Gill ANUSA representative

Mr Chris Wilson PARSA representative

**IN ATTENDANCE:**

Ms Monique Blasiak Observer

 Ms Jemma Cavanagh Observer

Mr Allan Harkins General Manager

 Ms Kylie Wharton Minutes Secretary

# MINUTES

**1. FORMAL MATTERS**

* 1. **Apologies**

No apologies were received.

 **1.2 Directors’ Interest**

No Directors’ interest declared.

**1.3 Minutes of Board Meeting No 02/2016**

The Board resolves to accept the minutes of Board Meeting

No 02/2016 held on Thursday 3rd March 2016.

 Motion accepted (BM08/2016 B Kremer/ A Griffiths)

**1.4 Matters Arising from the Minutes**

**Action Item 1:** Belinda to provide a letter to GM outlining position title change.

Chair will follow up with Belinda

Open

**Action Item 2**: MOU to be signed with Woroni re: bar. Gigs

Tom Lindenmayer will continue with this MOU

Open

**Action Item 3:** General Manager to follow up with Australia Post in regard to costings for the installation of Parcel Pick up Boxes

Still unsure we have the space to pursue this. Aust Post to review space and advise possibly sometime in March

Open

 **Action Item 4:** Repairs and Maintenance Grant: GM to organise a meeting with Chris Grange to discuss our R&M needs for 2016.

Still waiting on quotes

Open

**Action item 5:** Constitution: Chair and Deputy to review constitution then report finding and recommendations to Board

Open

**Action item 6:** GM to meet with ANU marketing to explore partnership opportunities.

Open

**Action item 7**: New Board Induction. Chair to discuss with PARSA re: New Board training

PARSA is having training in August. It was suggested that last year’s notes from last year’s Board training be given to new Board members in the meantime.

Open

**Action item 8:** Student survey; Social Committee to develop and distribute

Open

 No further action items

**1.5 Chair’s Report: Open discussion Items**

The Chair congratulates the successful candidates on their election to the Board and discussed the policies that they ran on. The Chairs full report is attached. (Attachment 1)

The Board noted the Chairs report

* 1. **Chair’s Report: Confidential Items:**

There were no confidential items to report on

* 1. **Other Confidential items**

1.7.1. Chair, Deputy Chair’s stipend and General Manager’s bonus

**2. General Managers Report**

The GM thanked the outgoing Board members.

The elections were held in March and the newly elected board members will take up their positions at the Board meeting scheduled for 28th April 2016.

The AGM is scheduled to take place on Thursday 28th April 2016 in the Bar all Board members are encouraged to attend this meeting and support the Chair.

The audit has been completed and the 2015 audited Financial Statements have been provided to all Board members

The GM attended a meeting on the 24th March 2016 regarding the SSAF capital grants

St Patrick’s Day function was held on 17th March 2016. The day went well with no incidents or negative comments. Sales were up on 2015.

The building has been connected to NBN as part of a University wide connection.

The election for the new board will see all executive position vacated and elections held for the following roles. Chair, Deputy Chair, Finance Committee Chair, Social Committee Chair and elections for any other committee Chair deemed necessary to facilitate the business of the Union. The GM has recommended that Board members consider their expertise when nominating for executive roles.

The board noted the General Manager’s report

**3. Management Reports: Finances**

The board discussed the finances as of 29 February 2016. The Board was also presented with the 2015 Audited Financials.

The Board resolves to accept the Management reports (Finance) for the period ending 29 February 2016.

 (BM 08/2016 J Bolitho/ T Lindenmayer)

**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. General Business**

An agenda item suggested for next meeting. A pack for new directors to the Board that would contain requirements of the role, guidelines, expectations re attendance to be discussed by Board.

There being no further business the meeting was closed at 5.22pm

(Attachment 1)

**Chairs Report**

1. **Union Elections**

Firstly, congratulations to the successful candidates Tom Lindemayer, Monique Blasiak and Jemma Cavanagh. On that note I would like to thank Ashleigh Griffiths and Ben Kremer for their service to the Union.

I have had the opportunity to meet with Tom Lindemayer and to discuss which policies from the revitalize ticket he is seeking to implement and how to approach those. I will be meeting with Jemma prior to her first board meeting to discuss how to implement the policies she ran on. I have however still reviewed her policies and given my thoughts regarding the feasibility of her policies.

**Revitalize Policy implementation;**

Tom Lindenmayers ANU Union Election polices. Short summary of election policy with broad outline of implementation strategy

* **Investigate food vans to see if we can get more food options on campus;**

 This policy is in line with the current belief that the Union may need to more flexible income structure. As such I believe it is appropriate for the Union to investigate this policy.

**Recommended action;**

The feasibility of this policy will need to fall under the Finance committee to explore and the General Manager to implement. As such I recommend we explore this option when the new board is sitting.

* **Run student surveys to see what you want from the union;**

This policy falls well in line with the current goals of the Strategic planning committee and is a current goal of the board. As such I recommend it to the board.

**Recommended action;**

In order to have a far reaching student survey the survey should be developed as soon as possible by the Strategic Planning Committee. With the framework designed to explore what services students are seeking, i.e more food options or more student spaces.

I would briefly recommend that the Social Media officer be tasked with designing the survey outline. It should be released online and physical copies are to be placed in the Union Building.

* **Doubling the clubs and societies grant from $10,000 to $20,000;**

Whilst I support our Clubs and Societies programs. I believe that the board should reserve its decision until the Grants are being examined again in October or November. It is difficult to support this policy without knowing what the financial state of the Union will be at that point in time.

**Recommended action;**

Defer the Clubs and Societies grant proposal to the Finance committee to be examined at a later point.

* **Increasing the amount of Microwaves in the Union;**

I think this is a sensible move that will increase foot traffic in the Union.

**Recommended action;**

The finance committee investigate the cost in consultation with the General Manager, I do want to note the importance of consulting with current businesses to ensure they are comfortable with the implementation.

* **Improved financial management schemes to ensure the union keeps improving sustainably;**

This policy is referring to the development of an investment strategy. Based around moving towards a more diversified, higher yielding portfolio. Aspects include selling high value assets that non-dividend yielding. The progressive movement of cash or cash equivalents that are not necessary to the day to day operation of the Union into dividend yielding investments.

**Recommended action;**

Overhauling the investment strategy of the Union is something that should be considered in great detail and very carefully. As such I recommend that the Finance committee consult with the General Manager to develop this plan over the course of the year.

I will note that this is an operational aspect of the business. As such the General Manager does and will have final say on any decisions pertaining to the organisations investment strategy. The finance committee is simply free to make recommendations.

* **Encourage jobs for students;**

The policy refers to encouraging employment opportunities for students with businesses such as subway, the ANU Bar and Pajenkas.

**Recommended action;**

That the Union Run businesses advertise job vacancies online, utilising the social media officer.

* **Hold a sausage sizzle at the ANU Bar during happy hour on Thursdays;**

Whilst I personally support the policy. I leave the decision to the General Manager. As he has a far better understanding of the cost, logistical requirements and cost/benefit of implementing such a policy.

**Stimulates policy implementation;**

* **Longer opening hours for shop front’s;**

Whilst I agree with the sentiment I believe that the shop fronts close because the foot traffic slows down. Not the other way around.

**Recommended action;**

I recommend that the board does not recommend that the General Manager explore this option. However, if the board wishes to do so. Then exploring whether there is demand from student’s and businesses for this through consultation and survey’s is a necessary step before doing so.

* **Keeping student run social spaces such as the ANU bar on campus;**

This policy is mainly based around advocating the desire of the student body to keep student run businesses on campus. This is the core of what the Union Board exists to do. I wholly support any action that advocates for the interests of the union.

**Recommended action;**

That the Union board strongly conveys the view of the student body in future meeting’s regarding the future of the Union court.

* **Increases to the food aid program**

I broadly support the sentiment of this policy. However, there are several considerations regarding demand, cost and effectiveness of the program. Overall I feel as if a review of the food aid program is more appropriate.

**Recommended action;**

The finance committee explore whether or not the current level of funding is being fully utilised. The cost of meeting the excess demand (if any) and the necessary reductions if it is not being fully utilised.

* **Encouraging Bigger and Better Acts at the ANU BAR;**

It is my understanding that the process of booking act’s is handled externally. As such I don’t believe this policy is feasible.

**Recommended action;**

Nil.

1. **Strategic Planning Committee Report**

Due to the election I believe it is not appropriate to hold a meeting until the new board members have convened to elect a committee head and its members.

However, I propose that in the future the Social Committee meet on the Second Tuesday of each month.

1. **Previous Chairs Report**

Chairs Report

1. Meeting with Professor Richard Baker, Held 9th February 2016.

This meeting focused mainly on the Union’s concerns regarding whether or not we would be considered for SSAF funding. We were adequately assured that all applications will be based upon merit.

Recommendations made to the board regarded looking into joint Bid’s with organisations such as PARSA and ANUSA.

It was noted that there is $900,000 in capital grant money, the union can explore potential expenditure. It was noted that the applications should be seen to be regarding the student experience. Not a cash grab. As such getting feedback from the student community first is essential.