# THE AUSTRALIAN NATIONAL UNIVERSITY UNION INC.

BOARD OF DIRECTORS

MEETING No 04/2016

A meeting of the Union Board of Directors was held on Thursday 28th April 2016. Meeting opened at 3.35 pm in the Board Room.

**PRESENT:**

Mr Josh Bolitho Chair

Ms Jillian Molloy Deputy Chair

Mr Tom Lindenmayer Elected

Mr Tom Lingafelter Elected

Ms Jemma Cavanagh Elected

Ms Monique Blasiak Elected

Mr Ben Gill ANUSA representative

Mr Chris Wilson PARSA representative

**IN ATTENDANCE:**

Mr Allan Harkins General Manager

Ms Kylie Wharton Minutes Secretary

# MINUTES

**1. FORMAL MATTERS**

* 1. **Apologies**

Apologies received from Ms Belinda Farrerly.

**1.2 Directors’ Interest**

No Directors’ interest declared.

**1.3 Minutes of Board Meeting No 03/2016**

The Board resolves to accept the minutes of Board Meeting

No 03/2016 held on Thursday 31st March 2016.

Motion accepted (BM14/2016 T Lindenmayer/ T Lingafelter)

**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

Will redistribute after election

Open

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

Business case to be put together by Aust Post but will take a while

Completed

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

The GM will circulate a report to the Board after the meeting on the 13 may 2016

Completed

**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.

Completed

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

7 spots have been confirmed for Student Union Board members for the AICD training on the 17th and 18th May 2016 Chair to send letter to Board members to confirm their attendance and will send a thankyou letter to PARSA and will note PARSA’s generosity in paying for this course on our social media.

Completed

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

Chairperson to take this on board

Open

No further action items

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

The Chair discussed the AICD training and Committee restructure proposal. The Chairs full report is attached. (Attachment 1)

The Board noted the Chairs report

1. **Election of Chairperson:**

The GM declared that the Chairpersons seat is vacant and called for nominations

One nomination was received from Josh Bolitho and seconded by Tom Lindenmayer.

As there were no other nominations the GM declared Josh Bolitho Chairperson of the Student Union Board

1. **Election of Deputy Chair**

The Chairperson declared the Deputy Chairs seat is vacant and called for nominations

One nomination was received from Tom Lindenmayer and seconded by Monique Balsiak.

As there were no other nominations the Chair declared Tom Lindenmayer Deputy Chair of the Student Union Board

1. **Other Confidential items**

There were no confidential items to report on

1. **General Managers Report**

The GM welcomed the new and returning Board members.

The GM discussed the report for March results and YTD comparison and the Budget forecast

The GM is currently in discussions with Australia Post in relation to an opportunity to install parcel lockers external to building 20. While this is a valuable service to the university community it will not provide any financial returns to the Union as the service is operated externally by Australia Post. We will have some costs associated with providing the service as we will be required to supply power. The machine will be fully maintained by Australia Post. As the lockers are external and require a 5 year licence the GM will need to liaise with Facilities & Services to gauge their support

The GM will be meeting with Chris Grange on the 29th April hopefully this may shed some light on the Universities redevelopment plan

The GM has extended an invitation to the new board members to go through our Accounting and Process and Business structures. This offer was taken up by Jemma and Monique.

The GM now has all the quotes needed to submit a request for Repairs and Maintenance funding The GM will talk to Chris Grange on how we progress this issue further.

The GM has requested that the student surveys get some priority and are drafted and ready for distribution prior to the midyear break which commences on the 1st of June.

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The board noted the General Manager’s report

**6. Management Reports: Finances**

The board discussed the finances as of 31st March 2016.

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

(BM 15/2016 J Bolitho/ T Lindenmayer)

**7. Finance Committee Report**

No Meeting was held.

**8. Social Committee Report**

No Meeting was held

**9. Strategic Planning Committee Report:**

No meeting was held

**10. Election of Committee Chair**

The Chair called for nominations for the Chair of the Finance Committee

One nomination received from Tom Lingafelter seconded by Josh Bolitho

No other nominations were received

Tom Lingafelter declared Chair of the Finance Committee

The Chair called for nominations for the Chair of the Strategic Planning Committee

One nomination was received from Josh Bolitho seconded by Tom Lindenmayer

No other nominations received

Josh Bolitho declared Chair of the Strategic Planning Committee

The Chair called for nominations for chair of the Social Committee

One nomination was received from Jillian Molloy seconded by Tom Lindenmayer

No other nominations were received

Jillian Molloy declared Chair of the Social Committee

**11. General Business**

The GM discussed his budget forecast. The Board has requested that the GM’s Financial report include month to month and YTD and also performance against budget.

(BM16/2016 J Bolitho/ T Lindenmayer)

There being no further business the meeting was closed at 4.03pm