# THE AUSTRALIAN NATIONAL UNIVERSITY UNION INC.

BOARD OF DIRECTORS

MEETING No 05/2017

A meeting of the Union Board of Directors was held on Thursday 27th April 2017. Meeting opened at 4.03pm in the Board Room.

**PRESENT:**

 Mr Tom Lindenmayer Chair

Ms Jemma Cavanagh Deputy Chair

Mr Dominic Kasah Elected

Ms Annalyse Betts Elected

Mr Nathan Kerwood Elected

Mr Lewis Pope ANUSA representative

Mr Scott Joblin PARSA representative

**IN ATTENDANCE:**

Mr Suranga Abeygunasekera A/ General Manager

Ms Kylie Wharton Minutes Secretary

# MINUTES

**1. FORMAL MATTERS**

* 1. **Apologies**

Apologies were received from Ms Belinda Farrelly and Mr Tom Nock.

 **1.2 Directors’ Interest**

No new Director’s Interest were declared

**1.3 Minutes of Board Meeting No 03/2017 and No 04/2017**

The Board resolves to accept the minutes of Board Meeting

No 03/2017 and No 04/2017 held on Thursday 30th March 2017 and Thursday 6th April 2017 respectively.

 Motion accepted (BM 31/2017 J Cavanagh/A Betts)

**1.4 Matters Arising from the Minutes**

**Action item 1:**

Advertise the GM position on seek on a fixed term basis.

The position has been advertised on Seek. Applications closed on Friday 21 April 2017. A number of applications have been received. Applications will be shortlisted over the next week and a selection committee will interview and make a recommendation

**Open item**

**Action item 2** – Update the Board on Legal costs to date – discussed in confidential items.

**Closed item**

**Action item 3** – Organise digital connectivity for all non-conflicted Board members

**Open item**

There were no further action items to discuss

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

Welcome to the second April meeting of the ANU Union. Apologies for not circulating this report sooner.

Firstly, thank you to all Board members who were able to attend the additional April meeting earlier in the month. As you know, our negotiations with the University continue to be dynamic, so I thank all non-conflicted Board members who made themselves available.

Additionally, I thank the Board for their prompt response to our media release on the commentary surrounding the ANU Bar Finale concert. The Board was able to send a clear and strong message to the public about our feelings about the comments made by Greenhouse Canberra. As a result, we received some positive press (including a number of Canberra Times articles, a section in the hourly news on Canberra FM, and many other music news providers). I believe the media release helped turn the commentary to being more positive towards the bar and the Union, so I thank all those who assisted in preparing it.

The opening for applications for the position of General Manager closed last Friday. The position received significantly more attention than we had speculated, with over 15 applications made. These applications came from a wide variety of applicants, from a broad range of backgrounds. I will begin reviewing these applications over the ANZAC Day holiday, but if this process takes longer than expected the Board may need to consider possible options for providing more time for consideration.

I will also ask the Board to consider allowing a proxy for my position on the interview panel, to assist Jemma during the interview process. My busy schedule does not allow enough time during business hours to conduct these interviews. I will be asking the Board to support this proxy, and I will ask that this person and Jemma to provide me with a report of the interviews, before the three of us make a decision as to who will fill the position.

We now look towards the Annual General Meeting of the Union which is coming up. I strongly encourage all members of the Board to make themselves available for the meeting, whilst also helping get the word out. Given many of the challenges the Union is facing, it would be fantastic to see many of our members attend the meeting, and further engage with the Board.

The Board noted the Chairs report

**1.6 Chair’s Report: Confidential Items:**

 Chair had no confidential items to discuss

**1.7 Other Confidential items**

1.7.1 Union Court redevelopment (Report 1 – Closed confidential - Non - Conflicted)

1.7.2 Degree Café, Tenants rent arrears (Report 2 – Open Confidential)

**2. General Managers Report**

**Pop up Village**

Plans are being finalised and we have had several meetings with all the contractors involved. Working through quotes, relevant licensing we need to obtain and franchise obligations/issues (i.e. – Subway & Australia Post).

The 30th June last day stands firm at this stage and we have had a few operations meetings with our department managers on how to best handle end of trading dates, running down stock levels, informing suppliers, stopping utilities for building 20 etc. and are in the process of finalising an action plan.

We are also looking into options with the support of ANU for an office space for our admin staff and also dome storage space for some of our assets.

**Respond to emails**

Given our current circumstances there will be items that we need approved by the board via email, it would be much appreciated if everyone replies to these emails & not only a few of the board members. Some of the issues/decisions are time sensitive.

**AGM**

The AGM is scheduled for Thursday the 25th of May at 3pm in the ANU Bar (followed by our board meeting at 4pm).

I strongly encourage all board members to make the effort to attend.

The board noted the General Managers report

**3. Management Reports: Finances**

The Board discussed the finances as of 31st March 2017.

The Board resolves to accept the Management reports (Finance) for the period ending 31st March 2017.

 (BM 32/2017 A Betts/D Kasah)

**4. Finance Committee Report**

No Meeting was held.

**5. Social Committee Report**

No Meeting was held

**6. Strategic Planning Committee Report:**

A meeting may be held after the Executive meets with the University in early May. All Board Members will be advised of time and date and are encouraged to attend.

1. **General Business**
	1. **Email Board Motion**

The Board was asked to note the Board Motion moved via email on 12th April 2017

Board moves to nominate Suranga Abeygunasekara (Acting General Manager), Qingyue (Ivy) Hu (Accountant) and Kylie Wharton (Office Manager) as authorised officer’s to be able to negotiate with the Commonwealth Bank regarding all of the ANU Union Inc. eftpos facilities

(Motion approved (BM 30/2017 T Lindenmayer/ T Nock))

Noted by board

* 1. **Chair’s Proxy for interview panel for General Manager’s position**

The Chair has requested that a proxy be used for his position on the interview panel to assist Jemma Cavanagh during the interview process. The Board agreed to this and Nathan Kerwood and Dominic Kasah have been nominated.

Motion approved (BM 33/2017 T Lindenmayer/ S Joblin)

* 1. Due to the length of time required to finish the process of filling the General Managers position on a fixed term basis the Chair has requested that the board extends Suranga Abeygunasekara’s acting period as General Manager until 10 June 2017.

Motion approved (BM 34/2017 T Lindenmayer/ J Cavanagh)

 **7.4. Date of June Meeting**

The date for the meeting of the Student Union for June has been changed from 29th June 2017 to 15th June 2017.

Motion approved (BM35/2017 T Lindenmayer/ D Kasah)

There being no further business the meeting was closed at 4.57pm