

THE AUSTRALIAN NATIONAL UNIVERSITY UNION INC.

BOARD OF DIRECTORS

MEETING No 05/2015

A meeting of the Union Board of Directors was held on Thursday 16 July 2015 at 4.20 pm in the Board Room.

PRESENT:

Mr Josh Bolitho	Deputy Chair
Ms Jillian Molloy	Elected
Mr Tom Lingafelter	Elected
Ms Belinda Farrelly	Executive Director
Mr Ben Gill	ANUSA Rep
Mr Chris Wilson	PARSA Rep

IN ATTENDANCE:

Mr Allan Harkins	Business Manager
Ms Kylie Wharton	Minutes Secretary

MINUTES

1. FORMAL MATTERS

1.1 Apologies

Apologies were received from Ms Megan Lane, Mr Steve O'Connor and Ms Ashleigh Griffiths.

1.2 Directors' Interest

Mr Josh Bolitho declared that he personally knows two of the applicants for the casual Director's vacancy Mr Lindenmayer and Mr Kremer. Ms Jillian Molloy advised that the valuation and assessment of the John Percival artwork owned by the Union was completed by her mother.

1.3 Confidential Items

1.3.1 Degree

1.3.2 Shirt Yourself

Observers were asked to leave the room for these agenda items.

1.4 Matters Arising from the Minutes

The Corporate governance training as discussed at the previous meeting has been locked in for the 10 August 2015 all elected board members are to attend. It is a joint venture with PARSA and the cost of this training is being covered by PARSA. The Business Manager will send a letter of thanks to PARSA on the board's behalf.

A MOU between the University and the Union has not been addressed and a meeting has not been organised at this stage. This is to be followed up by the Chair

The report by the Finance Committee has not been sent out to the Board at this stage.

An administrative error in the previous meetings minutes needs correction ACON is actually EDCON.

1.5 Minutes of Board Meetings No 04/2015

The Board resolves to accept the minutes of Board Meeting No 04/2015 held on Wednesday 27 May 2015.

Motion accepted.

(BM 36/2015 T Lingafelter/ J Bolitho)

2. REPORTS

2.1 Chair

The Chairperson was an apology for this meeting therefore the Deputy Chair gave a short report on the Chair's behalf

The Deputy Chair recapped on the Governance Training information and discussed briefly the Kickstart program run by the ACT Government which is an entrepreneurial program for students. The Chair and the Deputy Chair are to arrange a meeting with the ACT Government to discuss the program.

The Board has requested that the Chair is to provide a written report to the Board before each meeting.

Report has been noted by the Board

2.2 Business Manager

- Peter Shipp is retiring from his role in the university and as he was a long term member of the Student Union Board the Business Manager has suggested that the Board consider contributing to his retirement gift collection.
- The change of the position title of Business Manager to General Manager still needs to be actioned and signed off.

- During Bush week the Union will have a stall on the bar deck to give out goodies and discount promotions from all of our businesses and some of our tenants. We will also run a competition for the chance to win 2 tickets to Death Cab for Cutie by liking our Facebook page. Both the Bar and Functions have a very busy week with activity centred around the Bar and Karmel rooms. We have also booked a portable sign to promote the businesses within the refectory.
- The Business Manager strongly advises the Board to organise a meeting with the new VC as soon as possible to discuss his vision for Student Services and the role the Union might play.
- The finance report provided to all board members was discussed. The catering side of the business has improved this year with Rosie's, Subway and Pajenka's all increasing their net performance YTD. Functions business is down YTD but it is expected due to not having AYO this calendar year but they will be returning next year. The Bar has seen a slight increase in trade for the current year. We have some top line bands booked for the coming months which should boost our performance along with Octoberfest which is our biggest annual event. Retail is an area of the business which has seen a significant decline in net profit YTD. Groceries, Stationary and Tobacco sales have been hit the hardest. The Business Manager will conduct a review in July to try and arrest the decline and will report back to the Board in late August early September.
- The new RAMP has been submitted to the ORS and we are awaiting feedback from them.
- The Business Manager believes that we need to work hard at developing some long term strategies to deal with the changes the Union will face going forward and realign our business model to ensure our relevance in the future

The Board moves that \$100 be gifted to Peter Shipp's retirement gift collection

Motion approved

(BM 37 J Bolitho/T Lingafelter)

The board noted the Business Manager's report

3. MANAGEMENT REPORTS (FINANCE)

The board discussed the finances as of 30 June 2015.

The Board resolves to accept the Management reports (Finance) for the period ending 30 June 2015.

(BM38/2015 J Bolitho/ T Lingafelter)

4. Casual Director's Vacancies

Three applications were received by the Board for the two casual Director's vacancies. The applications were discussed by the Board and votes were taken. PARSA and ANUSA representatives are ineligible to vote.

Mr Tom Lindemayer received two votes for and two votes against
Mr Ben Kremer received two votes for and two votes against
Mr Daniel Mckay received no votes

As the Chair or Acting Chair has the casting vote in the event of even voting Mr Josh Bolitho declared Mr Lindemayer and Mr Kremer as successful applicants for the Casual Directors vacancies.

The Business Manager will advise both the successful and unsuccessful applicants.

5. General Business

An artwork by John Percival that is owned by the Union and is currently held at the Drill Hall Gallery was appraised. It was noted by the appraiser that it is not being maintained well and was currently in storage. A full inspection will be required but a conservative estimate would be \$150,000 to \$250,000. Jillian Molloy will distribute a full valuation of paintings to all board members with the question to be addressed at the next board meeting of whether we should sell it. The Business Manager will send a thank you to Jillian's mother for the free appraisal.

It has been noted that a summary of key meetings and events be submitted with all other board papers prior to all Board Meetings. The Committees can send their reports to the Office Manager of the Union who will then send them out with all other relevant papers.

An agenda item for the next board meeting will be the discussion of the format of the Chair's written report.

An ongoing agenda item for all Board meetings will be reports from all Committees.

The Business Managers reminded all committee members that all operational decisions are to go through the Business Manager at all times with no exceptions.

There being no further business the meeting was closed at 5.48pm