

THE AUSTRALIAN NATIONAL UNIVERSITY UNION INC.

BOARD OF DIRECTORS

MEETING No 04/2013

A meeting of the Union Board of Directors was held on Monday 20 May 2013 at 5.15pm in the Board Room.

PRESENT:

Mr Xinyu Ru	Chair
Mr Jack Gracie	Deputy Chair
Mr Michael Hiscox	Elected
Mr Adam Da Cruz	Elected
Mr Aizaz Syed	Elected
Ms Olivia Kelly	Elected
Mr Steve O'Connor	Appointed
Mr Peter Shipp	Director
Ms Imogen Mathew	PARSA Representative
Ms Sophia Stanley	ANUSA Representative

IN ATTENDANCE:

Mr Allan Harkins	Business Manager
Ms Kylie Wharton	Minutes Secretary

MINUTES

1. FORMAL MATTERS

1.1 Apologies

There were no apologies received.

1.2 Directors' Interest

No interests were declared.

1.3 Confidential Items

No confidential items

1.4 Matters Arising from the Minutes

There were no matters arising from the minutes.

1.5 Minutes of Board Meetings No 03/2013

The Board resolves to accept the minutes of Board Meeting No 03/2013 held on Monday 22 April 2013.

Motion accepted.

(BM 15/2013 O Kelly/ J Gracie)

2. REPORTS

2.1 Chair

- Seating for outside the refectory at its final stage, seating plan has been approved. Final quote expected shortly will then determine if financially viable.
- Expressions of Interest have been advertised for the commercial spaces available and the subcommittee will assess applications.
- The template for the student grants has been sent to Olivia Clark who will inturn contact all the clubs and societies. Grants will be discussed and decided upon at the next board meeting.
- AGM to be held Thursday 23 may 2013. Student survey has been distributed in Bar and refectory.

The Board noted the Chair's report.

2.2 Business Manager

- A new lease is being prepared for Unicycles and is with the solicitors
- A new lease for the computer shop has been agreed to to include the reduced space and reduced rate.
- Westpac Atm should be installed in June/July
- We have to date provided 105 meals for the emergency meal program
- Consulting providers for the new web site
- Accounting package is still being looked at by consultancy firm.
- Draft layout of outdoor seating package provided. Final quote expected shortly.
- Business Manager believes a subcommittee should be formed to look at a Cap Ex program for the next 3 years.
- Cleaning has improved in the union building after a meeting with the cleaners.

- Currently running a student survey which will conclude on the night of the AGM. Giving away an iPad to encourage participation.

The board noted the Business Manager's report

3. MANAGEMENT REPORTS (FINANCE)

The Board discussed the finances as at 28/04/13

The Board resolves to accept the Management Reports (Finance) for the period ending 31/03/13 and 28/04/13

Motion accepted.

(BM 16/2013 M Hiscox/ A Sayed)

4. FINAL APPROVAL FOR SEATING

- Seating plan has been approved waiting on final quote.

5. TENDER PROCESS UPDATE

- Commercial spaces advertised. Subcommittee to assess and decide on the expressions of interest received and present to board

6. COMPUTER SHOP LEASE APPROVAL

- New lease approved to incorporate reduced floor space and reduced rate

7. INTERVIEWS WITH CANDIDATES

- 3 applications for vacant board member position. 2 candidates were interviewed before the meeting the 3rd candidate could not attend. Candidate's suitability was put to a vote. 2 votes for 1st candidate and 3 votes for the 2nd candidate. There were 3 abstentions. Tom Brazier was elected into the vacant board position.

8. UPGRADE TO ROSIES APPROVAL

- Upgrade to Rosie's was discussed however due to financial constraints was decided the upgrade would be considered at a future date

7. OTHER BUSINESS

There was no other business raised.

There being no further business the meeting closed at 6.30pm