

**THE AUSTRALIAN NATIONAL UNIVERSITY UNION INC.**

**BOARD OF DIRECTORS**

**MEETING No 08/2013**

A meeting of the Union Board of Directors was held on Wednesday 30 October 2013 at 5.10 pm in the Board Room.

**PRESENT:**

Mr Jack Gracie	Chair
Mr Michael Hiscox	Deputy Chair
Ms Olivia Kelly	Elected
Mr Adam Da Cruz	Elected
Ms Nina Miller	Elected
Mr Peter Ship	Executive Director

**IN ATTENDANCE:**

Mr Allan Harkins	Business Manager
Ms Kylie Wharton	Minutes Secretary

**MINUTES**

**1. FORMAL MATTERS**

**1.1 Apologies**

Apologies were received from Mr Aziz Syed, Mr Tom Brazier and Mr Steve O'Connor.

**1.2 Directors' Interest**

No interests were declared.

**1.3 Confidential Items**

Observers were asked to leave the room for this item.

**1.4 Matters Arising from the Minutes**

There were no matters arising from the minutes.

## **1.5 Minutes of Board Meetings No 07/2013**

The Board resolves to accept the minutes of Board Meeting No 07/2013 held on Wednesday 25 September 2013.

Motion accepted.

(BM 36/2013 M Hiscox/ A Da Cruz)

## **2. REPORTS**

### **2.1 Chair**

- The Chair will be meeting with the ANU's planning division who believe the student union would have a key role in the developments. Had a meeting with the VDC Marnie regarding Academic Dress and SAFF. The Chair wishes to pass on thanks to all staff involved in the successful running of Octoberfest. A meeting of the planning committee may be possible after exams have finished. Aim to have a more modern mission statement and to focus on student engagement.

The Board noted the Chair's report.

### **2.2 Business Manager**

- One expression of interest was received from Degree Café for the Peppercorns space. A lease will be drawn up for the 18 months proposed duration.
- Octoberfest was very successful with approximately \$48k of revenue generated.
- We have engaged Xero Systems as the new finance package and should be going live in the new year.
- Website is near completion and will advise board when it is live
- The bar manager is currently in negotiations with ANUSA to assist with their O week festivities.
- Negotiations with the DVC have resulted in obtaining some funding to help with the purchase of hoods and stoles with double colours for the coming graduation in December.
- Our head chef Ian Brown has retired due to illness.
- The previous General Managers car will be returned on his retirement and the board will need to decide on what action to take either it is sold or retained and used in the business.

The board noted the Business Manager's report

## **3. MANAGEMENT REPORTS (FINANCE)**

The Board discussed the finances as at 29/09/2013

The Board resolves to accept the Management Reports (Finance) for the period ending 29/09/2013.

Motion accepted.

(BM36/2013 M Hiscox/A Da Cruz)

#### **4. Peppercorns Space**

As there was only one EOI received for the Peppercorns space from Degree Café the board approves to enter into an agreement with Degree Café.

(BM37/2013 M Hiscox/O Kelly)

#### **5. Other Business**

The board authorises the Business Manager to sell the former General Managers car as soon as possible on its return.

(BM38/2013 O Kelly/A Da Cruz)

The board approves the request from the Finance & Accounting Manager to move from the NAB bank to the Commonwealth Bank for all business accounting.

(BM39/2013 M Hiscox/ N Miller)

The board approves the acquisition of new retail packages from wordsmart at a cost of \$49,666

(BM40/2013 M Hiscox/ O Kelly)

There be

ing no further business the meeting closed at 5.45pm