

**Tasmania University Union
Board of Management
MINUTES**

A meeting of the TUU Board of Management was held at **5:00pm on Tuesday, 11th June 2013, in the TUU Boardroom, Sandy Bay campus.**

SECTION 1 – INTRODUCTORY ITEMS

1.1 WELCOME

1.2 PRESENT

Harry Rolf (Acting Chair), Peter Cretan, Brodi Lucas, David Sadler, David Clerk, Alex West, Jenny Hart (EO)

1.3 APOLOGIES

1.4 ABSENT

SECTION 2 – MINUTES AND MATTERS ARISING

2.1 AMENDMENTS

2.2 MINUTES

2.2.1 TUU Board of Management Meeting

APPENDIX A

Motion *Moved* P. Cretan *Seconded* D. Clerk that the minutes of the meeting of the TUU Board of Management held on 14th May 2013 be accepted as a true and accurate record of the proceedings of that meeting. **CARRIED**

2.2.2 TUU Board of Management Motion by Email

APPENDIX B

Motion *Moved* D. Clerk *Seconded* P. Cretan that the motion circulated by email and passed by TUU Board of Management on 29th May 2013 be accepted as a true and accurate record of the motion. **CARRIED**

2.3 MATTERS ARISING FROM PREVIOUS MEETINGS

SECTION 3 – REPORTS

3.1 EXECUTIVE OFFICER'S REPORT

APPENDIX C

SSAF Funding – Agreement signed for \$1.3M SSAF funding, excluding initiatives included in Base Funding negotiations which are still continuing. J. Hart raised staff concerns that student representatives, who were negotiating Base Funding, could potentially influence staff wages in this process. D. Sadler advised that the agreement was close to being finalised once State Council provided more information, and that the funding provided to TUU would not be less than the initially approved SSAF funded amount.

Financial Planning – J. Hart reported on the presentation provided by Shadforths. P. Cretan expressed his concern at the amount of fees charged. D. Clerk suggested that he provide J. Hart with a contact from Pitcher Partners who currently act as Financial Advisors to Utas, as he believed their fees would be lower.

Deed of Agreement

Car Park - D. Clerk to follow up issues regarding car park costs to TUU.
Utas Invoices – queries regarding 2011 and 2012 Utas invoices have been satisfactorily resolved, with savings of \$40K to TUU.

New Town Bay Rowing Centre – TUU Solicitor currently looking at Sharing Deed.

Financial Reports 2012 – Due to the loss of all accounting staff and transition to new accounting software following the sale of commercial services to UTAS, there has been a delay in finalising and auditing the 2012 financial reports. J. Hart proposes that the AGM be held prior to the end of June as required by the Constitution, and that the approval of the audited Financial Reports be deferred to a Special General Meeting to be held prior to the end of July, and has contacted B. Webster to seek the Chancellor's approval of this proposal. The audited financial reports will be presented at the Board of Management meeting in July.

Motion

Moved P. Cretan **Seconded** D. Sadler that the TUU Board of Management accepts the Executive Officer's Report of 11th June 2013.

CARRIED

3.2 PRESIDENT'S REPORT

VERBAL

A. West apologised, as she had been interstate and unable to prepare a written report.

Base Funding – attended a productive meeting with UTAS and have the structure of agreement almost in place, but Student Representation remains an issue.

D. Sadler agreed that a confirmation of proposal was being drafted, but the TUU State Council must submit their proposal outlining "What is Student Representation". D. Sadler also pointed out severe funding restraints within his department and that two proposals had been discussed in order to fund the \$115K gap for Student Representation.

a) The TUU devise a formal partnership with Utas who could pay a formal wage to student reps. The agreement would have to include full autonomy to students, but this would be easier to manage financially with the load spread over semesters. No model of this proposal has been produced as yet, but D. Sadler reported that this partnership idea works well in the UK.

b) A. West has suggested a unit be created for student reps that could help them with their roles and responsibilities. The unit would create a 12.5% load for students generating funding for UTAS, which could then be transferred to TUU as compensation for the cost of student representation. A. West pointed out the difficulties of trying to maintain study commitments and the responsibilities involved in student representation. More discussion needs to take place around this proposal also.

H. Rolf thanked A. West for this suggestion, as he had attempted to put a similar proposal in place a few years ago.

SRC Strategic Planning – A. West reported that a Strategic Planning day is currently being organised by State Council. J. Hart asked A. West for a budget for the planning day.

Northern Campus President – two applications have been received for this position and are currently being considered.

Student Experience Plan – D. Sadler thanked both Alex and Vito for their useful contribution to the Student Experience Plan, which is to be endorsed by Academic Senate.

A West advised that a written report will be forthcoming.

Motion **Moved from the Chair** that the TUU Board of Management accepts the President's Report of **11th June 2013**. **CARRIED**

3.3 INVESTMENT REPORT APPENDIX E

Investment Report received.

P. Cretan concerned about the cost of investing with Shadforths and the delays in investing. D. Clerk suggested the UTAS financial planners be approached to submit a proposal for TUU, and will refer them through to J Hart. The meeting discussed the possibility of Ethical Investments.

3.4 CASHFLOW ESTIMATE APPENDIX F

Cashflow Estimate received.

SECTION 4 – GENERAL BUSINESS

4.1 CHAIR RECOMMENDATION APPENDIX G

Uni Council have appointed Andrew Farquhar to the position of Chair of the TUU Board of Management. Andrew currently considering his offer and will discuss with H. Rolf. P. Cretan suggested that the Board offer a short orientation period.

4.2 WORK HEALTH AND SAFETY APPENDIX H

Work Health and Safety Report received.

Lighting around TUU building on Sandy Bay campus, including tunnel lights has been an issue for some time. D. Clerk suggested that J. Hart follow up progress of work orders with Chris Smythe.

4.3 ACTION LIST APPENDIX I

- a) Name Change – to be removed
- b) Investment Advice –D Clerk to ask UTAS financial advisers to contact J Hart for investment proposal
- c) Property Management – S Todd advised she will supply financial details asap
- d) Chair remuneration – to be removed
- e) Chair – UTAS appointed A Farquhar
- f) Budget – SC to provide budget
- g) Board member biography – still to be supplied by Board members
- h) Board terms of reference – needs to be discussed with new chair.

4.4 BOM MINUTES ONLINE

Motion **Moved** D. Clerk **Seconded** D. Sadler that the minutes of the 14th May 2013 TUU Board of Management meeting are approved to go online, withholding appendices. **CARRIED**

SECTION 5 – OTHER BUSINESS

Meeting Closed: 6.05 pm

Next Meeting: 9th July 2013