

**Tasmania University Union
Board of Management
MINUTES**

For the meeting of the TUU Board of Management held
in the TUU Boardroom, Sandy Bay campus, at 5:00pm on Tuesday, 13th August 2013

SECTION 1 – INTRODUCTORY ITEMS

1.1 WELCOME

1.2 PRESENT

Peter Cretan Harry Rolf Brodi Lucas David Sadler
Jenny Hart David Clerk Alex West

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* B. Lucas *Seconded* D. Sadler that the minutes of the meeting of the **TUU Board of Management** held on **9th July 2013** be accepted as a true and accurate record of the proceedings of that meeting. **CARRIED**

2.2.2 TUU Special General Meeting

APPENDIX B

The Minutes of the July 2013 SGM were received.

2.3 MATTERS ARISING FROM PREVIOUS MEETINGS

SECTION 3 – REPORTS

3.1 EXECUTIVE OFFICER'S REPORT

APPENDIX C

Further to her report J. Hart advised that the KPMG Management letter has been received and J. Hart to respond. Issues identified and recommendations made included improvements to internal control procedures, and the adoption of an investment policy.

Board of Management approved the opening of a trading account and cash management account for the purposes of investment funds. Authorised signatories for these accounts and other investment transactions to be any two of: - Peter Cretan, David Clerk and David Sadler (all directors), and Jenny Hart (EO).

Board of Management agreed D. Sadler to replace R. Reid as authorised signatory for TUU bank accounts.

J. Hart offered her appreciation to UTAS management for their support in regard to recent derogatory newspaper articles about TUU.

J. Hart advised the TUU reception area needs renovations to be able to relocate the Contact Centre, which would prevent confidential student/staff consultations being interrupted, and provide TUU with a vibrant and professional presence. D. Clerk advised planning for a central student hub was well underway, and referred J. Hart to J. Young for more information.

Motion *Moved* D. Clerk *Seconded* H. Rolf that the TUU Board of Management accepts the Executive Officer's Report of **13th August 2013**. **CARRIED**

3.2 PRESIDENT'S REPORT TABLED

A. West apologised for her late report.

Parking: A. West advised that the cost of parking is a big issue for students. H. Rolf said there have been a lot of complaints about the price increase. D. Clerk stated that parking was producing an unsustainable loss for UTAS annually. The increase in parking fees will be utilised to improve parking infrastructure on campus, and some funds will go to the Teaching and Learning Development Fund. Some free parking for students will still be available. D. Clerk and D. Sadler acknowledged the excellent submission by the Post Grad Council.

Elections: A. West advised State Council is opposed to holding student elections on-line, as it detracts from student engagement on campus, is open to manipulation, and was confusing for students in 2012.

J. Hart advised that electronic voting was highly successful last year, cost effective, efficient and accurate scrutineering, and provided equitable participation for on and off campus students, and equitable random ordering of candidates. TEC may not be available at such short notice, particularly with the Federal election next month.

Whilst it was agreed there were benefits of both on-line and manual polling, Board agreed to run the 2013 elections via a manual ballot. J. Hart to consult with TEC regarding their availability, and email Board the result.

Motion *Resolved from the Chair* that the TUU Board of Management accepts the President's Report of **13th August 2013**.

3.3 INVESTMENT REPORT APPENDIX D
The Investment Report was received.

3.4 CASHFLOW ESTIMATE APPENDIX E
The Cashflow Estimate was received.

SECTION 4 – GENERAL BUSINESS

4.1 WORK HEALTH AND SAFETY APPENDIX F
The Work Health and Safety Report was received.

4.2 CORRESPONDENCE APPENDIX G
The Correspondence was received.

4.3 BOARD REVIEW

P. Cretan and H. Rolf discussed models outlined in TUU Board of Management Review 2013 paper. Currently UTAS has control with four appointed members of Board, compared to three student elected members.

The general consensus of Board members was that only one UTAS staff member should be appointed to the TUU Board, and more beneficial to be student focused rather than finance focused. Control of investments and employment of staff were important roles for TUU Board. Open discussions were needed with UTAS. UTAS would still have significant control, as constitutional changes need to be approved by Uni Council. Independent chair recommended by TUU and approved by Uni Council is most likely option to keep all stakeholders happy. A. West would like to do consultation with students, but certain non-negotiable factors are involved, so any consultation with students would need to make this quite clear

Where to from here? D. Sadler suggested a Board Review paper, with preferred options, be presented to Uni Council to invoke an open discussion on what is negotiable regarding structure and powers of Board. P. Cretan to continue consultation with H. Rolf and A. West.

4.4 TUU BOM PROPOSED MEETING DATES

APPENDIX H

Wednesday 16th October and 20th November to be confirmed via circular.

4.5 ACTION LIST

APPENDIX I

- a). Further meetings with Shadforths to progress investments
- b). Completed
- c). Completed
- d). Completed
- e). Board members to supply biography's.
- f). In progress
- g). In progress

4.6 BOM MINUTES ONLINE

Deferred to next meeting.

SECTION 5 – OTHER BUSINESS

5.1 DEPUTY CHAIRPERSON

Board agreed H. Rolf to act as Deputy Chairperson. H. Rolf is away 9-18th October.

Meeting Closed: 6:36pm

Next Meeting: 10th September 2013