

TASMANIA UNIVERSITY UNION
Board of Management
MINUTES

For the meeting of the TUU Board of Management held on **Tuesday 27 November 2018** at **4:30pm**
via video conference in the following rooms:
SANDY BAY – TUU Boardroom, **LAUNCESTON** – TUU Boardroom

SECTION 1 – INTRODUCTORY ITEMS

1.1 WELCOME

S. Muller welcomed everyone to the meeting.

1.2 PRESENT

| | | |
|----------------|--|--|
| Sophie Muller | Michael Stoddart | Jessica Robinson |
| Sean Kebbell | Jo Willsmore | Margaret Otlowski |
| In Attendance: | Jenny Hart (EO/Exec. Secretary) | Ingrid Lagerewskij (Minutes Secretary) |
| | Graham Flower (Strategic Review facilitator) (arrived 5:00 pm) | |

It was noted that M. Stoddart's and M. Otlowski's term as Board members expires 31 December 2018. S. Muller has requested that the University consider extending their terms for a further 12 months.

1.3 APOLOGIES

Arno Dubois

1.4 ABSENT

1.5 OBSERVERS

Ali Ghahremanlou (arrived 6:25 pm)

SECTION 2 – MINUTES AND MATTERS ARISING

2.1 AMENDMENTS

Item 2.2.1 TUU Board of Management Meeting Minutes 30th October 2018 to be amended to read:

Motion **Moved:** J. Robinson **Seconded:** M. Stoddart that the minutes of the meeting of the TUU Board of Management held on 25 September 2018 be accepted as a true and accurate record of the proceedings of that meeting. **CARRIED**

2.2 MINUTES

2.2.1 TUU Board of Management Meeting APPENDIX A

Motion **Moved:** J. Robinson **Seconded:** M. Otlowski that the minutes of the meeting of the TUU Board of Management held on 30 October 2018 be accepted as a true and accurate record of the proceedings of that meeting. **CARRIED**

2.2.2 TUU Board of Management Meeting Minutes Online

Motion **Moved:** M. Stoddart **Seconded:** J. Willsmore that the minutes of the 30 October 2018 TUU Board of Management meeting are approved to go online, withholding appendices and any sensitive discussions. **CARRIED**

2.2.3 Student Media 'Togatus' Committee Minutes APPENDIX B

The minutes of the Togatus Student Media Committee Meeting held on 20th November 2018 were received.

2.3 MATTERS ARISING FROM PREVIOUS MEETINGS

APPENDIX C

- a) Conference Travel Policy - agenda item.
- b) TUU Investment Portfolio - UTAS to provide Board with proposal to manage TUU investment portfolio.
- c) Regulations - State Council and Sports and Societies Councils to update Regulations for Board consideration.
- d) Strategic review – meeting held to discuss strategic goals and scoping of priorities. Agenda item.
- e) Togatus article – completed.
- f) A. Wilkie query – completed.

SECTION 3 – CORRESPONDENCE

3.1 INWARD CORRESPONDENCE

APPENDIX D

UTAS – Investment Proposal Update
Query regarding 2015 Togatus article
Shadforths' - BHP Buyback Offer (emailed 26.11.18)

Board discussed BHP Buyback offer and approved Shadforths' recommendation to participate in offer.

3.2 OUTWARD CORRESPONDENCE

APPENDIX E

Response to query regarding 2015 Togatus article

The Inward and Outward Correspondence was received.

SECTION 4 – MATTERS FOR DISCUSSION

4.1 STRATEGIC PLAN

APPENDIX F

Board discussed the draft purpose, vision, goals and priorities.
Purpose amended *'To activate students' participation in University life. Representation, advocacy, collaboration and leadership.'*
Vision amended to *'Every student feels supported and empowered to gain the most from their University experience'*.

TUU staff and student representatives to be consulted on draft purpose, vision, goals and priorities.

S. Muller to update Vice Chancellor on progress of Strategic Plan.

Leaders of 12 month priorities to complete project scope template for the February Board meeting.

4.2 CONFERENCE TRAVEL POLICY

APPENDIX G

Board discussed draft policy, and risk and liability associated with use of own car for TUU business. J. Willsmore to circulate current UTAS requirements for own car usage for Board future consideration.

Motion

Moved: M. Stoddart **Seconded:** J. Robinson that the TUU Board of Management approves the TUU Conference Travel Policy, subject to amendments as discussed.

CARRIED

4.3 EO PERFORMANCE REVIEW

Discussions held in camera.

SECTION 5 – MATTERS FOR NOTING

5.1 EXECUTIVE OFFICER'S REPORT

APPENDIX H

Board discussed progress of EA negotiations. J. Willsmore to enquire about availability of UTAS HR to assist with negotiations. J. Hart to circulate to Board advice received from KPMG regarding salary packaging.

Board discussed budget process to better reflect strategic plan.

The Executive Officer's Report of 27th November 2018 was received.

5.2 PRESIDENT'S REPORT

APPENDIX I

J. Robinson expressed her appreciation to State Council, Board and staff for their support during her term as President.

The President's Report of 27th November 2018 was received.

5.3 WORK HEALTH AND SAFETY REPORT

APPENDIX J

The Work Health and Safety Report was received.

5.4 FINANCIAL RECONCILIATION

APPENDIX K

The General Journal and Bank Reconciliation Reports were received.

5.5 INVESTMENT REPORTS

- TUU Investment Report
- Shadforth's' October Portfolio Valuation Report

APPENDIX L

APPENDIX M

The Investment Reports were received.

5.6 CASHFLOW ESTIMATE

APPENDIX N

The Cashflow Estimate was received.

5.7 SSAF/BASELINE FUNDING ACQUITTAL REPORT

APPENDIX O

The SSAF/Baseline Funding Acquittal Report was received.

SECTION 6 – GENERAL BUSINESS

6.1 THANK YOU

S. Muller acknowledged hard work and contribution made by State Council Board members whose term ends on 30 November.

Meeting Closed: 7:00 pm

Next Meeting: January 2019 TBC