

TASMANIA UNIVERSITY UNION
Board of Management
MINUTES

For the meeting of the TUU Board of Management held on **Monday 25 March 2019** at **4:50pm**
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	Sharifah Syed-Rohan
Dillon Ong	Margaret Otlowski	Ali Ghahremanlou (left at 6:00 pm)
Jo Willsmore		
In Attendance:	Jenny Hart (EO/Exec. Secretary)	Ingrid Lagerewskij (Minutes Secretary)

1.3 ABSENT

1.4 OBSERVERS

SECTION 2 – MINUTES AND MATTERS ARISING

2.1 AMENDMENTS

Minutes 6 March 2019, item 2.3 (b) amend to:

TUU Investment Portfolio – J. Hart to request Shadforths provide annual investment return information in reports.

2.2 MINUTES

2.2.1 TUU Board of Management Meeting

APPENDIX A

Motion **Moved:** M. Stoddart **Seconded:** M. Otlowski that the amended minutes of the meeting of the TUU Board of Management held on 6 March 2019 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:** J. Willsmore **Seconded:** M. Otlowski that the minutes of the 6 March 2019 TUU Board of Management meeting are approved to go online, withholding appendices and any sensitive discussions. **CARRIED**

2.3 MATTERS ARISING FROM PREVIOUS MEETINGS

APPENDIX B

- a) Travel and Conference Policy – agenda item.
- b) TUU Investment Portfolio – Shadforths have provided annual investment return report.
- c) Regulations - State Council and Sports and Societies Councils to update Regulations for Board consideration.
- d) Strategic Review – agenda item.
- e) EA Negotiations – J. Hart met with UTAS to discuss EA bargaining strategies. Negotiations to continue.

SECTION 3 – CORRESPONDENCE

3.1 INWARD CORRESPONDENCE

3.2 OUTWARD CORRESPONDENCE

SECTION 4 – MATTERS FOR DISCUSSION

4.1 STRATEGIC PLAN

APPENDIX C

Board endorsed the Strategic Plan 2019-2021, noting that it is to be reviewed at the end of 2019 when more work has been completed.

Motion **Moved:** J. Willsmore **Seconded:** M. Stoddart that the TUU Board of Management endorses the TUU Strategic Plan 2019 – 2021. CARRIED

S. Muller met with UTAS to discuss resourcing options for the strategic plan. S. Muller met with consultant recommended by UTAS, who has provided profile and indicative approach for Board's consideration. Board discussed scope of indicative approach and fees for Stage 1. S. Muller to conduct reference checks, request more detail for Stage 1, and arrange for consultant to meet with J. Hart, M. Stoddart and S. Syed-Rohan.

Board discussed scoping of twelve month priorities, making minor changes. State Council to submit scoping for priorities #5 and #8 within 2 weeks. J. Hart to develop framework for Board reporting.

4.2 TUU BUDGET 2019

APPENDIX D

J. Hart presented overview of budget which was discussed by Board. J. Willsmore commented that TUU should not be relying on investment growth, which is required to be reported in the Income Statement, to fund TUU operations. J. Hart and S. Syed-Rohan to review budget as discussed for consideration by Board at next meeting.

4.3 TRAVEL AND CONFERENCE POLICY

APPENDIX E

Board reviewed the proposed amendments to the TUU Travel and Conference Policy.

Motion **Moved:** M. Stoddart **Seconded:** M. Otlowski that the TUU Board of Management approves the amendments to the TUU Travel and Conference Policy. CARRIED

SECTION 5 – MATTERS FOR NOTING

5.1 EXECUTIVE OFFICER'S REPORT

APPENDIX F

The Executive Officer's Report of 25th March 2019 was received.

5.2 PRESIDENT'S REPORT

TABLED

The President's Report of 25th March 2019 was received.

5.3 MINUTES FOR NOTING

APPENDIX G

The State Council Minutes of 13 February 2019 were received.
The SRC South Minutes of 12 February 2019 were received.

5.4 WORK HEALTH AND SAFETY REPORT

APPENDIX H

The Work Health and Safety Report was received.

5.5 FINANCIAL RECONCILIATION

APPENDIX I

The General Journal and Bank Reconciliation Reports were received.

5.6 INVESTMENT REPORTS

- TUU Investment Report APPENDIX J
- Shadforth's February Portfolio Valuation Report APPENDIX K

The Investment Reports were received.

5.7 CASHFLOW ESTIMATE

APPENDIX L

The Cashflow Estimate was received.

SECTION 6 – GENERAL BUSINESS

6.1 FINANCIAL REPORTING

State Council requested that detailed financial reporting on all events and initiatives be provided monthly.

Meeting Closed: 6:40 pm

Next Meeting: 29 April 2019