

Tasmania University Union

Board of Management

MINUTES

For the meeting of the TUU Board of Management held at **5:00pm on Tuesday, 6th May 2014** in the TUU Boardroom, Sandy Bay

SECTION 1 – INTRODUCTORY ITEMS

1.1 WELCOME

1.2 PRESENT

P. Cretan J. Hart D. Sadler
D. Clerk H. Rolf I. Foster

1.3 APOLOGIES

1.4 ABSENT

1.5 OBSERVERS

D. Westbury (Regional Secretary, SRC South)

SECTION 2 – MINUTES AND MATTERS ARISING

2.1 AMENDMENTS

2.2 MINUTES

2.2.1 TUU Board of Management Meetings

APPENDIX A

Motion

Moved H. Rolf ***Seconded*** P. Cretan that the minutes of the meetings of the **TUU Board of Management** held on **11th February 2014 and 11th March 2014** be accepted as a true and accurate record of the proceedings of that meeting.

CARRIED

2.3 MATTERS ARISING FROM PREVIOUS MEETINGS

SECTION 3 – REPORTS

3.1 EXECUTIVE OFFICER'S REPORT

APPENDIX B

Further to her report J. Hart advised that there is confusion surrounding duplicate SSAF submissions. J. Hart to forward emails from CSD to D. Sadler who will clarify the situation.

J. Hart to provide SSAF funding progress report to Board to ensure SSAF funds received are fully acquitted in a timely manner.

+

Resolved from the Chair that the TUU Board of Management accepts the Executive Officer's Report of **6th May 2014**.

3.2 PRESIDENT'S REPORT

No report received.

3.3 INVESTMENT REPORTS

The Investment Report was received.

APPENDIX C

Shadforth's Portfolio Valuation was received.

APPENDIX D

Shadforth's to be invited to attend the July or August Board meeting to provide comments on the investment portfolio for the first six months of 2014.

Circular motion regarding Oil Search Share Purchase Plan was approved.

D. Westbury advised there is a lack of communication regarding TUU investments, SSAF funds received, and budgeting. To improve communication it was suggested that a forum be held to convey information about TUU finances to students, and J. Hart to attend SC/SRC meetings to answer questions.

3.4 CASHFLOW ESTIMATE

APPENDIX E

The Cashflow Estimate was received.

3.5 FINANCE REPORTS

APPENDIX F

The Bank Reconciliation and General Journal reports for March and April 2014 were received.

3.6 WORK HEALTH AND SAFETY

APPENDIX G

The Work Health and Safety Report was received.

J. Hart to email Matt Smith regarding student safety issues when walking to their cars on the Domain, which is still outstanding on the Work Health and Safety report.

SECTION 4 – GENERAL BUSINESS

4.1 HONORARIA

APPENDIX H

Outstanding honorarium approved by Board has been paid.

4.2 BOARD REVIEW

P. Cretan has met with I. Foster to discuss draft Board review document. B. Webster has requested Board review document as soon as possible as UTAS are in the process of appointing a new Chairperson. H. Rolf to liaise with I. Foster to complete document, circulate to board members for approval, then forward to B. Webster.

D. Westbury advised information regarding Board review has not been provided to SRCs and therefore they have not been consulted. It was suggested that SC/SRCs be invited to meet with Board members to discuss both Board review and TUU financial matters. P. Cretan and J. Hart to organise.

4.3 BUDGET

APPENDIX I

Deferred to the next meeting.

4.4 ACTION LIST

APPENDIX J

Deferred to the next meeting.

4.3 BOM MINUTES ONLINE

Deferred to the next meeting.

SECTION 5 – OTHER BUSINESS

5.1 STATE COUNCIL ISSUES

Confidential discussion withheld.

Meeting Closed: 7:05 pm

Next Meeting: 10th June 2014