

# TASMANIA UNIVERSITY UNION

## Board of Management

### MINUTES

For the meeting of the TUU Board of Management held on **Monday, 16<sup>th</sup> October 2017** at **4:30pm**  
via video conference in the following rooms:

**SANDY BAY** – TUU Boardroom, **LAUNCESTON** – TUU Boardroom, Newnham and S. Overland (via Skype)

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#### SECTION 1 – INTRODUCTORY ITEMS

##### **1.1 WELCOME**

The Chair welcomed everyone to the meeting.

##### **1.2 PRESENT**

Simon Overland	Jenny Hart	Michael Stoddart	Clark Cooley
Joseph Crawford	Jo Willsmore	Margaret Otlowski	Ingrid Lagerewskij
Finn Dorney (Shadforth)	Sam Baker (Shadforth)		

##### **1.3 APOLOGIES**

##### **1.4 ABSENT**

Dan Probert

##### **1.5 OBSERVERS**

#### SECTION 2 – MINUTES AND MATTERS ARISING

##### **2.1 AMENDMENTS**

##### **2.2 MINUTES**

2.2.1 TUU Board of Management Meeting

APPENDIX A

**Motion**      **Moved:** M. Stoddart      **Seconded:** J. Crawford      that the minutes of the meeting of the TUU Board of Management held on 25 July 2017 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. Crawford      that the minutes of the 25<sup>th</sup> July 2017 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 Student Media 'Togatus' Committee Meeting held on 22 August 2017 were received.

##### **2.3 MATTERS ARISING FROM PREVIOUS MEETINGS**

APPENDIX C

- Conference travel – J. Crawford to amend policy and bring back to Board.
- Board Funding Policy – Policy/procedure to be drafted.
- Regulations – State Council requested assistance to finalise amendments and will provide more detail of amendments required.

- d) Renewable Power Project – State Council to confirm funds available in budget for solar panel project to proceed.
- e) Council Meeting Policy - State Council requested assistance to finalise policy amendments and will provide more detail of amendments required.
- f) Finance Policy - State Council requested assistance to finalise policy amendments and will provide more detail of amendments required.
- g) Conflict of Interest – State Council discussed and agreed no further action required.
- h) Honoraria – No response from State Council prior to annual election. President’s honoraria for 2018 reduced by Uni Council allowance.
- i) Equal Opportunity Tas. Board Training – EOT recommended Board training be held separate to student induction.
- j) Power House Gallery – Transformation Team withdrew interest for office space.

### SECTION 3 – CORRESPONDENCE

#### **3.1 INWARD CORRESPONDENCE**

APPENDIX D

Chancellor re Uni Council membership  
 Equal Opportunity Tasmania Training re Board training  
 Power House Gallery Committee testimonials  
 Board Motion re Solar Panels  
 Chancellor re Board Appointment M. Otlowski  
 Board Motion re Revised State Council Budget

C. Cooley provided verbal justification for increasing travel in revised budget. Board requested State Council to determine priority for solar panel project or increased travel and report back to Board.

#### **3.2 OUTWARD CORRESPONDENCE**

APPENDIX E

Media Release – Sexual Assault and Harassment Survey  
 Media Release – Students Condemns Nazi Vandalism on Campus  
 Media Release – Northern Campus Move Survey  
 Media Release – NTEU.UTAS Industrial Action

The Inward and Outward Correspondence was received.

### SECTION 4 – MATTERS FOR DISCUSSION

#### **4.1 STRATEGIC REVIEW**

Strategic Review report to be discussed at November meeting. Incoming student Board members to be invited as observers.

#### **4.2 SHADFORTHS’ INVESTMENT RECOMMENDATIONS**

APPENDIX F

Shadforths to forward research paper to support recommendations. Board to consider recommendations via email.

#### **4.3 SOCIAL MEDIA POLICY**

APPENDIX G

Board discussed proposed changes, and agreed to remove clause 6.3, and amend clause 5.2.

#### **Motion**

**Moved:** M. Otlowski **Seconded:** M. Stoddart that the TUU Board of Management approves the amended Social Media Policy.

**CARRIED**

## SECTION 5 – MATTERS FOR NOTING

### **5.1 EXECUTIVE OFFICER'S REPORT**

APPENDIX H

Board resolved J. Willsmore to be new signatory on TUU accounts.

J. Hart advised she has requested legal advice on copyright breach.

Receive the Executive Officer's Report of 16<sup>th</sup> October 2017

### **5.2 PRESIDENT'S REPORT**

Board discussed survey of student body regarding engagement in TUU elections. J. Hart to follow up with Cassie Saunders.

The President's Report of 16<sup>th</sup> October 2017 was received.

TABLED

### **5.3 WORK HEALTH AND SAFETY REPORT**

APPENDIX I

The Work Health and Safety Report was received.

### **5.4 FINANCIAL RECONCILIATION**

APPENDIX J

The General Journal (July-September) and Bank Reconciliation (September) Reports were received.

### **5.5 INVESTMENT REPORTS**

- TUU Investment Report
- Shadforths' September Portfolio Valuation Report
- Shadforths' September Quarterly Investment Update

APPENDIX K

APPENDIX L

APPENDIX M

Shadforths discussed quarterly review of TUU Investment Portfolio. J. Hart to circulate recommendation research papers to Board via email.

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.

### **5.8 FINANCIAL REPORT QUARTERLY UPDATE**

APPENDIX P

The September Quarterly Financial Report was received.

## SECTION 6 – GENERAL BUSINESS

Meeting Closed: 6:59 pm

Next Meeting: November 2017 TBC