

**TASMANIA UNIVERSITY UNION**  
**Board of Management**  
**MINUTES**

For the meeting of the TUU Board of Management held on **Tuesday 25 September 2018 at 4:30pm**  
via video conference in the following rooms:  
**SANDY BAY – TUU Boardroom, LAUNCESTON – TUU Boardroom**

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SECTION 1 – INTRODUCTORY ITEMS

**1.1 WELCOME**

S. Muller welcomed everyone to the meeting.

**1.2 PRESENT**

|                  |                                 |  |
|------------------|---------------------------------|--|
| Sophie Muller    | Michael Stoddart                | Jo Willsmore                           |
| Jessica Robinson | Sean Kebbell                    | Arno Dubois                            |
| In Attendance:   | Jenny Hart (EO/Exec. Secretary) | Ingrid Lagerewskij (Minutes Secretary) |

**1.3 APOLOGIES**

Margaret Otlowski

**1.4 ABSENT**

**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:** J. Robinson      **Seconded:** J. Willsmore      that the minutes of the meeting of the TUU Board of Management held on 21 August 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:** J. Robinson      **Seconded:** J. Willsmore      that the minutes of the meeting of the TUU Board of Management held on 21 August 2018 are approved to go online, withholding appendices and any sensitive discussions.      **CARRIED**

2.2.3 TUU Special General Meeting Minutes

APPENDIX B

The minutes of the TUU Special General Meeting held on 4<sup>th</sup> September 2018 were received.

**2.3 MATTERS ARISING FROM PREVIOUS MEETINGS**

APPENDIX C

- a) Conference Travel Policy – policy to be redrafted and presented to Board.
- b) TUU Investment Strategy/Recommendations – request for proposal to manage investment portfolio sent to UTAS. Board agreed to proceed with Shadforth's rebalance recommendation dated 21.8.18.
- c) Regulations – State Council and Sports and Societies Councils to update Regulations for Board consideration.
- d) Constitution – amendments approved at Special General Meeting. Completed
- e) Equal Opportunity Exemptions – Exemptions received. Completed.

## SECTION 3 – CORRESPONDENCE

### **3.1 INWARD CORRESPONDENCE**

APPENDIX D

Shadforth - Rebalance Recommendations 21.8.18  
BOM - Constitution changes confirmation  
Shadforth - PRY Non-Renounceable Entitlement Plan Recommendation 3.9.2018  
B. Williams – Togatus 2015 article.

### **3.2 OUTWARD CORRESPONDENCE**

APPENDIX E

UTAS - request for investment management proposal

The Inward and Outward Correspondence was received.

## SECTION 4 – MATTERS FOR DISCUSSION

### **4.1 STRATEGIC REVIEW**

S. Muller advised G. Flower provided proposed itinerary for Strategic Planning day on 17<sup>th</sup> October. Board discussed objectives for the day and attendees. S. Muller to confirm itinerary with G. Flower. J. Hart to circulate LH Martin report, TUU Executive Summary and notes from previous strategic review sessions to Board.

## SECTION 5 – MATTERS FOR NOTING

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

APPENDIX F

Further to the EO report, the following updates were provided.

Elections:- 28 nominations received; 11 elections required; 7 SRC positions remain vacant.

Togatus article:- legal advice received was of the opinion that the article was defamatory. Student Media Committee recommended that the article be removed from on-line permanently. Board accepted legal advice and recommendation.

TUU Funding 2019:- J. Willsmore advised UTAS is looking at more efficient long-term use of resources and working more collaboratively with TUU, but UTAS does not plan to vary the funding allocated to TUU for 2019. The process for funding allocation to TUU in any given year is not clear. S. Muller to write to D. Clerk seeking clarity around funding allocation for 2019.

The Executive Officer's Report of 25<sup>th</sup> September 2018 was received.

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

APPENDIX G

Further to the President's report, the following updates were provided.

Regulations:- discussions are continuing with the VC and S. Taylor regarding the formation of the Tasmania University Student Council in the Regulations.

Budget:- State Council tabled a revised budget which reallocated unused funding. J. Robinson to circulate proposed budget with explanatory notes to Board for consideration.

Honoraria:- State Council requested an increase of \$2,280 to total honoraria allocation for 2019. To be discussed further as part of budget process.

Relocation TUU North Office:- State Council have had discussions with ISD regarding part relocation of TUU North offices to old Uniprint office for a more visible presence on campus. J. Robinson to circulate to Board proposal presented to ISD. Board noted that further consultation is required.

Postgrad Research Conference:- A. Dubois reported on the recent PG Conference where the TUU PG Advocate and student reps were promoting TUU services.

The President's Report of 25<sup>th</sup> September 2018 was received.

**5.3 WORK HEALTH AND SAFETY REPORT**

APPENDIX H

The Work Health and Safety Report was received.

**5.4 FINANCIAL RECONCILIATION**

APPENDIX I

The General Journal and Bank Reconciliation Reports were received.

**5.5 INVESTMENT REPORTS**

- TUU Investment Report
- Shadforths' August Portfolio Valuation Report

APPENDIX J

APPENDIX K

The Investment Reports were received.

**5.6 CASHFLOW ESTIMATE**

APPENDIX L

The Cashflow Estimate was received.

**5.7 SSAF/BASELINE FUNDING ACQUITTAL REPORT**

APPENDIX M

The SSAF/Baseline Funding Acquittal Report was received.

SECTION 6 – GENERAL BUSINESS

**6.1 STATEWIDE BOARD MEETINGS**

Board discussed importance of holding Board meetings in the North and North-West. Suggested that in 2019 such meetings be timed to coincide with major UTAS meetings/events in those regions.

**6.2 EO PERFORMANCE REVIEW**

Board to discuss strategy and criteria for EO performance review at next meeting.

Meeting Closed: 6:15 pm

Next Meeting: 30 October 2018