

# Tasmania University Union Board of Management

## MINUTES

For the meeting of the TUU Board of Management held at **4:30pm** on **Tuesday, 16<sup>th</sup> September 2014**  
in the TUU Boardroom, Sandy Bay

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### SECTION 1 – INTRODUCTORY ITEMS

#### **1.1 WELCOME**

S. Overland welcomed everyone to the meeting.

#### **1.2 PRESENT**

S. Overland    D. Sadler    J. Hart    M. Stoddart

I. Foster    H. Rolf    I. Lagerewskij

#### **1.3 APOLOGIES**

#### **1.4 ABSENT**

#### **1.5 OBSERVERS**

Heidi La Paglia    Aksel Waechter    Michael Tarbath

### 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*** H. Rolf that the minutes of the meeting of the **TUU Board of Management** held on **19<sup>th</sup> August 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 – CORRESPONDENCE

#### **3.1 INWARD CORRESPONDENCE**

**APPENDIX B**

Letter re TUU Elections was tabled.

The correspondence regarding the Postgraduate Council expenditure was discussed. S. Overland requested this issue be referred back to State Council to address, and he will reply to the correspondence. J. Hart to review and update expenditure procedures in student handbook for internal control purposes, prior to November Board meeting.

Inward Correspondence was accepted.

## 3.2 OUTWARD CORRESPONDENCE

### SECTION 4 – REPORTS

#### 4.1 EXECUTIVE OFFICER'S REPORT

#### **APPENDIX C**

##### Election Issues

##### *Confidential discussion*

Informal ballot numbers were relatively high due to multiple ballots on the ballot papers. Students who elected not to vote for all ballots were deemed to be an informal vote for the ballots they did not participate in.

S. Overland to respond to letter received by Board.

##### TUU Space

J. Hart requested Board approval to investigate possible renovations to TUU administration area on Sandy Bay campus, given that any relocation would not be for several years. J. Hart to consult with State Council and Neill Daly.

##### Baseline Funding

J. Hart scheduled meeting with Nigel Ewan to progress Baseline Funding agreement.

##### SSAF projects

J. Hart to forecast potential unspent SSAF funds for 2014.

#### **Motion**

***Resolved from the Chair*** that the Board of Management accepts the Executive Officer's Report of **16<sup>th</sup> September 2014**.

#### 4.2 PRESIDENT'S REPORT

I. Foster to circulate a report to Board members tonight. Congratulations to all representatives elected, including two new ATSI positions. I. Foster and other students met with Bill Shorten on Cradle Coast campus. I. Foster is working on student representation structure, and establishing a student space area with SSAF funding. No communication received from CSD regarding collaboration for the Market Place referred to in the TUU SSAF agreement.

#### **Motion**

***Resolved from the Chair*** that the Board of Management accepts the President's Report of **16<sup>th</sup> September 2014**.

#### 4.3 FINANCIAL RECONCILIATION AND GENERAL JOURNALS

#### **APPENDIX D**

The Financial Reconciliation and Journals were received.

#### 4.4 INVESTMENT REPORT

The Investment Report was received.

#### **APPENDIX E**

Shadforth's Portfolio Valuation was received.

#### **APPENDIX F**

#### 4.5 CASHFLOW ESTIMATE

#### **APPENDIX G**

The Cashflow Estimate was received.

### SECTION 5 – GENERAL BUSINESS

### 5.1 BOARD REVIEW

H. Rolf provided an update on the only outstanding issues of communication. This is being improved on an ongoing basis.

### 5.2 WORK HEALTH AND SAFETY

**APPENDIX H**

The Work Health and Safety Report was received.

### 5.3 ACTION LIST

**APPENDIX I**

- b). Board Review – completed.
- c). Information session – Shadforth’s preparing SRI information for Board to consider.
- e). Honoraria Review – J. Hart to present review at next meeting.

Actions to add:

- f). WH&S issue Newnham – D. Sadler and J. Hart to follow up progress of preventing odours around TUU building with CSD.

### 5.4 BOM MINUTES ONLINE

**Motion**

***Moved*** I. Foster ***Seconded*** D. Sadler that the minutes of the 19<sup>th</sup> August 2014 **TUU Board of Management** meeting are approved to go online, withholding appendices and any sensitive discussions.

**CARRIED**

## SECTION 6 – OTHER BUSINESS

### 6.1 BOARD AGENDA ONLINE

J. Hart received an email requesting Board papers and agendas be made available online. This is not normal practice and privacy and confidentiality of sensitive information needs to be maintained. Board minutes are available online, and observers are welcome to attend Board meetings.

Meeting Closed: 6:00pm

Next Meeting: 14th October 2014

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**Simon Overland**

Chair of the TUU Board of Management