PRESENT
Alexander Poirier (Director)  
Alyssa White (Director)  
Cole Scott-Curwood (USU Director)  
David Wright (Senate Appointed Director)  
David Zhu (USU Director)  
Du (Yining) Du (USU Director)  
Isla Mowbray (USU Director)  

Madhullikaa Singh (Director)  
Naz Sharifi (Director)  
Nicholas Comino (USU Director)  
Nicholas Dower (Director)  
Onor Nottle (Director)  
Prue Wilkins-Wheat (USU President)  
Telita Goile (Director)

IN ATTENDANCE
Andrew Mills (CEO)  
Rebecca Sahni (Director Finance)

1. Opening

1.1. Welcome and Acknowledgement to Country
The meeting opened at 1:18pm.
The Chair made an acknowledgement to Country.

1.2. Apologies and Leaves of Absence
The BOARD noted attendance as follows:

Present: Cole Scott-Curwood, Telita Goile, David Zhu, Isla Mowbray, Nicholas Comino, David Wright, Nicholas Dower, Naz Sharifi, Alexander Poirier, Madhullikaa Singh.  
Via Zoom: Alyssa White, Prue Wilkins-Wheat (early departure: 2:00pm), Du Du (late arrival: 1.21pm)

In Attendance: Nil

2. Minutes from Prior Meetings

RESOLUTION

<table>
<thead>
<tr>
<th>RESOLUTION</th>
<th>RB#38/22</th>
</tr>
</thead>
<tbody>
<tr>
<td>It was RESOLVED that the Public Minutes of Board meeting held on 26 August be accepted as an accurate record, with minor amendments as discussed.</td>
<td></td>
</tr>
<tr>
<td>Proposed: Telita Goile</td>
<td>Seconded: Nicholas Dower</td>
</tr>
</tbody>
</table>
3. Meeting Administration

3.1. Business Arising from the Minutes Not Addressed Elsewhere

3.2. Motions on Notice

3.3. Endorsement of Circular Resolutions

4. CEO Report

The Board **NOTED** the CEO Report, which was taken as read, plus the Activity Report PowerPoint presentation.

The Board further noted:
1. That 4 casual conversions were offered to staff but not taken up
2. Cost of living pressures such as rising petrol, power and gas continue to impact all Australians and although USU passed on the full Fair Work 4.6% CPI increase to staff in July supplier costs and COGs have increased, thus squeezing USU margins.
3. The USU was closed on Thursday 22 September due to the National Day of Mourning for the passing of Queen Elizabeth II.
4. The NTEU plans 2 days of strike action and picket lines on 13 & 14 October, coinciding with the Uni's graduation days. USU outlets will be closed during these days of strike action, and this will further impact October financial results.
5. The Bureau of Meteorology has announced a likely 3-rd year of El Nina wet weather for 2023. Due to the Uni's delayed maintenance of USU facilities, this is likely to cause increased water inundation and disruption to the use of spaces by clubs and societies until urgent roof repairs are carried out - esp. in Holme and Manning buildings.

It was **AGREED** that Cole Scott-Curwood would raise the issue of repairs and maintenance at the next Student Life advisory meeting.

**Actions Arising from This Meeting**

<table>
<thead>
<tr>
<th>#</th>
<th>Action</th>
<th>Due Date</th>
<th>Responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td>03702</td>
<td>CEO to report back to the Board on the Freshdesk service desk report noting the types of enquiries made, average number of days unresolved and similar metrics.</td>
<td>28/10/2022</td>
<td>Jess Reed</td>
</tr>
</tbody>
</table>

5. GROWTH

5.1. S.2021.1 Student-Centric Mindset (Strategic: S.2021.1 Student-Centric Mindset)

5.2. S.2021.2. Engaged Stakeholders and Sustainable Development (Strategic: S.2021.2. Engaged Stakeholders and Sustainable Development)

5.3. S.2021.3. Right Culture, Right Values (Strategic: S.2021.3. Right Culture, Right Values)

**Actions Arising from Previous Meetings**

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<tbody>
<tr>
<td>00001</td>
<td>CEO to review strategy measures and get back to Board and relevant Committees.</td>
<td>29/10/2022</td>
<td>Andrew Mills</td>
<td>in process</td>
<td>Open</td>
</tr>
</tbody>
</table>
6. CHANGE

6.1. C1. SSAF Funding - Change in Government or University policy leading to loss of funding (Emerging: C1. SSAF Funding - Change in Government or University policy leading to loss of funding)


6.3. C3. Senate - Changes to the composition of the Senate resulting in a loss of support for the USU (Emerging: C3. Senate - Changes to the composition of the Senate resulting in a loss of support for the USU)

6.4. C4. Governance - Changes to the governance of the USU impacting ongoing operations (Emerging: C4. Governance - Changes to the governance of the USU impacting ongoing operations)

6.5. C5. Building Stock - Potential loss of spaces under the USU’s control (Emerging: C5. Building Stock - Potential loss of spaces under the USU’s control)

7. RISK

7.1. CG1. Corporate Governance (: CG1. Corporate Governance)


The Board NOTED that employee leave provisions were above the target level. Rebecca noted that this was due to the staff being unable to take leave during the past 2.5 years of pandemic due to border closures and local lockdowns. Management is encouraging team members to take leave and not to exceed 40 days of accrued leave.

The Board further noted that whilst USU has a ‘Responsible Service of alcohol Policy, it does not extend to recreational drugs. Management is in the process of developing a new Drugs Policy which will be first reviewed by the P&C Committee and then the Governance Committee before it is presented to the Board for consideration.

7.4. ICT2. System and data protection (: ICT2. System and data protection)


7.6. PC1. Safe Workplace (WHS) (: PC1. Safe Workplace (WHS))

7.7. PC2. Compliant with employment legislation, policies & procedures (: PC2. Compliant with employment legislation, policies & procedures)

7.8. PC3. Engaged staff (: PC3. Engaged staff)

7.9. SD1. Safe, Compliant and Profitable Venues (: SD1. Safe, Compliant and Profitable Venues)

7.10. SD2. Student Programs (: SD2. Student Programs)
8. Actions Arising from Previous Meetings

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<tbody>
<tr>
<td>03479</td>
<td>CEO to investigate election graphics and get back to Board.</td>
<td>23/09/2022</td>
<td>Andrew Mills</td>
<td>Old graphic inadvertently used</td>
<td>Closed</td>
</tr>
<tr>
<td>03480</td>
<td>Confidential action register to be created.</td>
<td>23/09/2022</td>
<td>Andrew Mills</td>
<td>in process with GovernRight</td>
<td>Open</td>
</tr>
<tr>
<td>03481</td>
<td>Management to investigate detailed and consistent labelling for food at USU outlets.</td>
<td>29/10/2022</td>
<td>Jess Reed</td>
<td>Commercial Ops investigating labelling options</td>
<td>Open</td>
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**Action Arising from 29 Jul 2022**

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<tr>
<td>03355</td>
<td>AM to revise the membership target.</td>
<td></td>
<td>Andrew Mills</td>
<td>Completed. Reset to 65%.</td>
<td>Closed</td>
</tr>
<tr>
<td>03361</td>
<td>CEO to include report at the August Board Meeting on the activation plan for Hermann's.</td>
<td>19/08/2022</td>
<td>Andrew Mills</td>
<td>2 Completed. Debates Society now able to book Herman's Bar on Wednesday nights following debates.</td>
<td>Closed</td>
</tr>
<tr>
<td>03370</td>
<td>Status of Cereal Lab to be added to agenda for next Executive Committee meeting.</td>
<td>12/08/2022</td>
<td>Andrew Mills</td>
<td>Completed. Cereal Lab end of lease. USU investigating new food options for this space with student survey.</td>
<td>Closed</td>
</tr>
<tr>
<td>03372</td>
<td>Management to investigate circumstances of Bike Doctor in Manning basement closing.</td>
<td>19/08/2022</td>
<td>Andrew Mills</td>
<td>Completed. Bike Doctor vacated space. USU has changed locks and investigating options to use this space - including possible additional storage for C&amp;S</td>
<td>Closed</td>
</tr>
<tr>
<td>03373</td>
<td>CEO to send President details of cancelled Refectory booking on 17 &amp; 18 August.</td>
<td>05/08/2022</td>
<td>Andrew Mills</td>
<td>Completed.</td>
<td>Closed</td>
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</tbody>
</table>

9. Finance Report

The Board **NOTED** that the Finance Report was taken as read. Rebecca highlighted the following items:

- August was a good month with another positive operating contribution of $137k. This result builds upon this year's positive performance of $743k, which is $446k above budget.
- It was noted that trading conditions for the outlets in September and October were looking weaker due to lower than anticipated campus attendance, and tighter margins due to cost pressures.
- At the next Board meeting in October, the finance dept will present its Q3 reforecast which reflect the reduced foot traffic. This impact has been somewhat offset by high tenancy returns and improved performance of Manning Bar.
- October results will be impacted by the NTEU strike action and picket lines as USU outlets will be closed on 13 & 14 October. The Board noted that the ongoing NTEU dispute had no firm timetable so it was hard to say when these actions will end.
- USU has now invoiced the Uni for the SSAF Contestable grants we were awarded in 2021 which will result in an even stronger cash flow position in coming months. The Board queried management's confidence concerning SSAF payments in general, however it was noted that most of these payments were for Base funding and are not at risk.

9.1. Board Finance Report August 2022

9.2. USU Compliance Report
9.3. Finance Dashboard Aug 22

10. Exec Reports

10.1. Report of the Hon Secretary

The Board NOTED the Hon. Secretary's Report was taken as read.

It was AGREED

10.2. Report of the Hon. Treasurer

The Board NOTED that the Hon. Treasurer’s Report was taken as read.

The Hon. Treasurer highlighted that preparations for the 2023 budget were well underway, and that the draft budget will be presented to the Finance Committee and then to the Board in due course.

It was AGREED

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<tbody>
<tr>
<td>It was RESOLVED that the three papers relating to the Debates Committee procedural matters were noted.</td>
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</tbody>
</table>

Proposed: Naz Sharifi  Seconded: Onor Nottle  Carried

10.3. Report of the Vice President

The Board NOTED that the report of the Vice President was taken as read.

It was AGREED

10.4. Report of the President

The Board NOTED that the Report of the President be taken as read.

Cole highlighted the busy start to Semester 2 and noted the following successful events: Pixii sanitary products are now available in all USU Men’s toilets; SRC Pride & Consent Week; Battle of the Bands heats and finals (with 38 bands applying to be involved); preparation for the Someday Soon music festival; Thea Perkins exhibition at the Verge Gallery; International Festival and the Distinguished Speaker Series.

11. Other Business

11.1. Reports of Portfolio Holders

The Board NOTED reports from the Portfolio Holder’s as follows:

- Naz Sharifi: noted her involvement with the following successful events: Pride & Consent Week, Grace Tame; and ongoing engagement with the Ethnocultural groups re their move to a new space in Manning House.
- Alex Poirier: noted his ongoing involvement with the Autonomous Disability Collective and its discussions with Uni Infrastructure regarding their move into the previous Ethnocultural space in Manning House.
  - noted recent reports and studies concerning disability issues.
  - noted Queerspace appreciation of the addition of Pixii’s products into USU men’s toilets.
noted that today is Bi+ awareness day and the ongoing stigma faced by these groups.
- Suggested that 'Quiet Events' be considered / planned in the USU 2023 calendar - especially around the World Pride festival in March 2023.
- Madhu Singh: noted that after 2-years of lockdowns, that USU's International Fest was amazing, and she received lots of positive feedback. Madhu hopes that next year’s event might be even bigger.

It was AGREED to note the above verbal reports and to also seek opportunities to fight Bi+ Phobia.

11.2. Matters for Decision

12. Open Question Time

13. Confidential Business - In Camera session

<table>
<thead>
<tr>
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<th>RB#40/22</th>
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<tbody>
<tr>
<td>It was RESOLVED that the Board move in-camera for the confidential agenda items.</td>
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</tbody>
</table>

Proposed: Telita Goile  Seconded: Alexander Poirier  Carried

18. Next meeting of the Board of Directors

19. Close of Meeting