

MINUTES

MEETING: BOARD OF DIRECTORS

HELD ON: 25 February 2022

TIME: 1:05pm to 2:28pm

LOCATION: Cullen Room, plus online via Zoom

BOARD OF DIRECTORS

Prudence Wilkins-Wheat	President, Chair	Present
Ruby Lotz	Vice President	Present
Benjamin Hines	Honorary Treasurer	Present
Belinda Thomas n	Honorary Secretary	Present
Kailin (Vikki) Qi	Director	Absent
Telita Goile	Director	Present
Isla Mowbray	Director	Present
Cole Scott-Curwood	Director	Present
David Zhu	Director	Present
Du Du	Director	Present
Nicholas Comino	Director	Present
David Wright	Senate Appointed Director	Present via audio visual link
Marie Leech	Senate Appointed Director	Present via audio visual link
Irene Ma	Immediate Past President	Present

USU STAFF

Andrew Mills	Chief Executive Officer	In attendance
Rebecca Sahni	Head of Student Programs	In attendance via audio visual link

OBSERVERS

Khanh Tran	Editor - Honi Soit	In attendance
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MINUTES

1. Opening
1.1 The meeting opened at 1:05 PM The Chair delivered the Acknowledgement of Country.
1.2 Apologies and Leaves of Absence Resolved B6/22: That the BOARD OF DIRECTORS noted online attendance for David Wright, Marie Leech and Rebecca Sahni. Mover: Nicholas Comino Seconder: David Zhu 12 For / 0 Against / 0 Abstain; Carried.
1.3 Disclosure of Conflicts of Interest There were no disclosures of conflicts of interest.
2. Meeting Administration
2.1 Minutes of the Previous Meeting Resolved B7/22: That the BOARD OF DIRECTORS approves the minutes of the previous meeting en bloc. Mover: Cole Scott-Curwood Seconder: Belinda Thomas 12 For / 0 Against / 0 Abstain; Carried.
2.2 Business Arising from the Minutes Not Addressed Elsewhere Nil.
2.3 Motions on Notice There were no motions on notice.
3. Matters for discussion
3.1 CEO/Secretariat Report: The CEO provided an update to the Board via a PowerPoint presentation. Due to technical difficulties, the CEO Activity Report and Finance Report were tabled later in the meeting.

The Board noted that whilst our Governance consultant had provided expert governance advice, that for future strategic planning sessions, USU should consider another specialist for strategy development. Noted.

The Mandatory Vaccination Policy was raised. The Board noted that any questions relating to this policy should be discussed during the In Camera session.

The Board queried if the Compliance Report was updated each month. Andrew confirmed this was the case.

The Board queried if the C&S Discretionary Funding definitions had been updated. Andrew noted that these were mentioned during the Clubs Welcome Forum Zoom meeting and will also be set out next week by Kelsey Rimmer (C&S Manager) to C&S Executives with full details of the application process.

Directors queried how our recruitment program was proceeding. Andrew noted that around 46 casual positions had been filled however due to the very competitive nature of casual recruitment at present, some newly appointed roles were turned down, however this was not due to salary issues. It was further queried how the USU could make itself more competitive for prospective employees compared to rival institutions and noted that USU's employment benefits should be clearly articulated to new and prospective employees. Management noted the enhanced benefits package and attractive working conditions of USU. The Board noted that due to the nature of our sector, that a more targeted recruitment campaign across Unis should be considered. Andrew noted that we had undertaken both a broad-based and targeted approach to job ads – especially for the Head of Marketing, and EA / Asst. Board Secretary. We had asked the Student Experience Network (previously Tertiary Access Group) to promote the HOD Marketing role via e-DM and targeted emails.

The Board noted that several students had mentioned how much they enjoyed working at the USU which had a very good work culture. Andrew also noted that the Director of P&C is considering Recruitment Agency assistance of key roles if our candidate list does not improve.

Resolved B8/22:

That the BOARD OF DIRECTORS approves the CEO report as read and tabled.

Mover: Belinda Thomas

Seconder: Du Du

12 For / 0 Against / 0 Abstain; **Carried.**

3.2 Finance Report

The Finance report was taken as read.

Directors queried the Capital Growth figures on p.25 of the Agenda Pack. Andrew noted that the percentages now calculated to reflect annual growth. The previous calculation for cap. growth was based on the purchase date which is not a good reflection of current investment performance.

The Board noted that the Finance Dashboards were not presented. The Dir. Finance noted that these had been removed following an earlier Board request in around July 2021, however they can be easily added into the next Finance Report.

Resolved B9/22:

That the BOARD OF DIRECTORS accepts the report as read and tabled.

Mover: David Zhu

Seconder: Ruby Lotz

12 For / 0 Against / 0 Abstain; **Carried.**

Rebecca Sahni left the meeting at the conclusion of the Finance Report.

3.2 USU Activity Report: was noted above in 3.1 CEO Report.

3.4 Report of the Hon. Secretary

Report to be taken as read.

Resolved B10/22:

That the BOARD OF DIRECTORS approves the report as read and tabled.

Mover: Benjamin Hines

Seconder: Isla Mowbray

12 For / 0 Against / 0 Abstain; **Carried.**

3.5 Report of the Hon. Treasurer:

Report to be taken as read. The Board noted the very positive end of year provisional financial result and more positive morale across the USU. It was also noted that finance training for Directors was continuing and urged all student Directors to attend the training sessions provided by Rebecca Sahni.

Resolved B11/22:

That the BOARD OF DIRECTORS approves the report as read and tabled.

Mover: Ruby Lotz

Seconder: David Zhu

12 For / 0 Against / 0 Abstain; **Carried.**

3.6 Report of the Vice President

Report to be taken as read. Belinda also noted the student leadership training package is being progressively introduced.

Resolved B12/22:

That the BOARD OF DIRECTORS approves the report as read and tabled.

Mover: Telita Goile

Secunder: Belinda Thomas
12 For / 0 Against / 0 Abstain; **Carried.**

3.7 Report of the President:

Motion: That the Chair moved to Ruby Lotz.

Mover: Cole Scott-Curwood
Seconded: Telita Goile
12 For / 0 Against / 0 Abstain; **Carried.**

The success of Welcome Fest was noted. The President reported she had been busy participating in Uni meetings including the VC's Welcome Address to new students in the Great Hall and welcomes to Colleges and other student groups. Prue and Ruby had also attended a number of COVID response briefings by management. Prue noted her meeting with the Director of Debates to discuss the proposed new Union Debate. Prue noted that she would like to see more focussed resources to support and bolster the Marketing Dept.

The Directors also noted Andrew's 1-year work anniversary as CEO for the USU and congratulated him for his positive impact on the USU.

The Board noted the proposed Election Schedule for 2022, and the reappointment of the Returning Officer and Electoral Arbiter, as endorsed by the Electoral Committee.

Resolved B13/22:
That the BOARD OF DIRECTORS accepts the report of the President as read; approval of the 2022 Election Schedule and the reappointment of the Returning Officer and Electoral Arbiter, en masse.

Mover: Cole Scott-Curwood
Seconded: Isla Mowbray
12 For / 0 Against / 0 Abstain; **Carried.**

Motion: That the Chair be moved back to Prudence Wilkins-Wheat.

Mover: Telita Goile
Seconded: Du Du
12 For / 0 Against / 0 Abstain; **Carried.**

3.8 Other Matters for Discussion

The Board noted that the Wom*n's Portfolio was arranging a panel of guest speakers, with the theme being "Breaking the Bias". This panel will speak on Tuesday 8 March 2022. Noted.

There were no other matters for discussion.

4. Other Matters for Decision

No other matters for decision.

5. Open Question Time

Honi Soit

- Given the invasion of the Ukraine by Russian forces, will the USU be issuing a statement?

- The President noted that as this was a very recent situation, the Board had not had an opportunity to discuss it yet but would consider it in due course.
- What's the status of Student Elections?
 - The President noted that the Board had approved the election schedule today (Resolution B13/22) and this will be publicised in due course. However, campaigning will be in person, and voting will be online from 9-14 May.
- Student Media left the meeting at around 2:05pm

Resolved B14/22:

That the BOARD OF DIRECTORS moves in camera.

Mover: Nicholas Comino

Secunder: David Zhu

12 For / 0 Against / 0 Abstain; **Carried.**

Resolved BC6/22:

Pursuant to resolution B130/21, the Board moved out of camera at 2:28pm.

Mover: Belinda Thomas

Secunder: Telita Goile

12 For / 0 Against / 0 Abstain; **Carried.**

6. Close of Meeting**6.1 Next Meeting**

The next meeting of the BOARD OF DIRECTORS is held on Friday 25 March 2022 at 1:00pm in person in the Cullen Room, or via audio visual link.

The meeting closed at 2:28pm.