

# MINUTES

## MEETING: BOARD OF DIRECTORS

**HELD ON:** Friday 25 June 2021

**TIME:** 1:08pm to 3:23pm

**LOCATION:** Online via Zoom

### BOARD OF DIRECTORS

Irene Ma	President, Chair	Present via audio visual link
Nick Forbutt	Vice President	Present via audio visual link
Caitlin Brown	Honorary Treasurer	Present via audio visual link
Yinfeng Shen	Honorary Secretary	Present via audio visual link
Benjamin Hines	Director	Present via audio visual link
Ruby Lotz	Director	Present via audio visual link
Kailin (Vikki) Qin	Director	Present via audio visual link
Nicholas Rigby	Director	Present via audio visual link
Belinda Thomas	Director	Present via audio visual link
Di (Eve) Wang	Director	Present via audio visual link
Prudence Wilkins-Wheat	Director	Present via audio visual link
David Wright	Senate Appointed Director	Present via audio visual link
Marie Leech	Senate Appointed Director	Present via audio visual link
Connor Wherrett	Immediate Past President	Present via audio visual link
Isla Mowbray	Incoming Director	Present via audio visual link
David Zhu	Incoming Director	Present via audio visual link
Du Du	Incoming Director	Absent
Telita Goile	Incoming Director	Absent
Nicholas Comino	Incoming Director	Absent
Cole Scott-Curwood	Incoming Director	Absent

### USU STAFF

Andrew Mills	Chief Executive Officer	In attendance via audio visual link
Rebecca Sahni	Director of Finance	In attendance via audio visual link
Oliver Harding	Assistant Board Secretary	In attendance via audio visual link

## OBSERVERS

Fabian Robertson	Honi Soit	In attendance via audio visual link
Marlow Hurst	Honi Soit	In attendance via audio visual link

## MINUTES

<b>1. Opening</b>
<p><b>1.1</b> The meeting opened at 1:08 PM</p> <p>The Chair delivered the Acknowledgement of Country.</p>
<p><b>1.2 Apologies and Leaves of Absence</b></p> <p>That the meeting be held via Zoom.</p> <p><b>Resolved B058/21:</b> That the BOARD OF DIRECTORS accepts the meeting to be held via Zoom.</p> <p><b>Mover:</b> Yinfeng (Benny) Shen <b>Secunder:</b> Nick Rigby 13 For / 0 Against / 0 Abstain</p>
<p><b>1.3 Disclosure of Conflicts of Interest</b></p> <p>There were no disclosures of conflicts of interest.</p>
<b>2. Meeting Administration</b>
<p><b>2.1 Minutes of the Previous Meeting</b></p> <p>The ordinary Minutes of the BOARD OF DIRECTORS held on 28 May 2021 was tabled and taken as read.</p> <p><b>Resolved B059/21:</b> That the BOARD OF DIRECTORS approves the minutes of the previous meeting en bloc.</p> <p><b>Mover: Ruby Lotz</b> <b>Secunder: Marie Leech</b> 13 For / 0 Against / 0 Abstain</p>
<p><b>2.2 Business Arising from the Minutes Not Addressed Elsewhere</b></p> <p>No business arising from the Minutes not addressed elsewhere.</p>

### 2.3 Open Question Time

Marlow asked for an update on CathSoc. Irene gave an update on the issue with Christian society. They will undertake mandatory disability empathy training and bear the financial cost for this training. Andrew stated that they will be suspended until 15 August or until such time as they have completed the training, they won't be affiliated with the USU.

### 2.4 Motions on Notice

No motions on notice

## 3. Matters for Discussion

### 3.1 CEO/Secretariat Report

**Andrew Mills** noted a more detailed presentation when in camera. Management team is now underway with its operational strategic plan for endorsement by the new Board. A number of SSAF applications have been put forward, infrastructure grants still unknown. Sadly, Helen Ash who manages the SSAF program will be leaving USYD. USU is looking forward to meeting her replacement. Rewards program was ahead in April with May slipping slightly. Overall USU is ahead of budget. Andrew advised the large list of infrastructure repairs with a small budget and is why USU facilities improvements are slow.

Andrew gave an update on COVID-19 measures. Office staff will be working from home in the coming week given the advice from NSW Health. USYD store and Footbridge store will remain open as well as Fisher Cafe.

**Belinda Thomas** asked for an update in the Cultural Quarter Working Group. Andrew responded by saying the intention of the Cultural Quarter is to make the University more vibrant and alive post COVID-19 and seeks greater collaboration between university entities to make this a reality.

**Marie Leech** asked for an update on the UNSW outlet visit (a field trip of UNSW on campus venues). Andrew noted he and Jess Reed have been speaking to a retail strategy group. Andrew noted he thought USYD had a better offering.

**David Wright** noted that UNSW's retail offering on High Street (IGA, various retail outlets) would be useful in a USYD context.

**Nick Rigby** noted that the new Board should consider reinstating the COVID-19 working group if the 2-week lockdown worsens.

#### **Resolved B060/21:**

That the BOARD OF DIRECTORS notes the Report.

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

**Mover: Marie Leech**

**Secunder: Belinda Thomas**

13 For / 0 Against / 0 Abstain

### **3.2 Finance and IT Report**

**Rebecca Sahni** took her report as Read.

**Nick Forbutt** asked for an update at next month's meeting on the proportion of ethical investments in the USU investment portfolio. RS noted that we will get an update in June for the portfolio manager (this is done quarterly).

#### **Resolved B061/21:**

That the BOARD OF DIRECTORS notes the Report.

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

**Mover:** Prudence Wilkins-Wheat

**Secunder:** Nick Rigby

13 For / 0 Against / 0 Abstain

### **3.3 USU Activity Report**

**Andrew Mills** took the report as Read.

There were 4820 votes during the USU Board election. The report notes a membership discrepancy.

Rewards membership survey and WeChat survey on feedback from students. There has been a positive feedback from members about the Rewards program and its value.

AM noted that the University graduation team was very happy with USU's performance. Some feedback suggested a longer rental period for university gowns. University has approved a USU pop-up café for the August graduations.

Recruitment is underway for a C&S Manager. Employment Hero still in the process of implementation.

Prue noted that USU Rewards should target USYD staff in Semester 2 as the current level of staff membership is low (around 2%). Andrew responded by saying that from the surveys, the number one reason for students signing up is discounts. New activities around the university could be wrapped up as Rewards exclusive.

**Kailin (Vikki) Qin** asked for an update for USU Rewards with international students. Vikki also noted that an option for merchandise sales might be using the WeChat online store. Andrew noted that merchandise distribution via the USYD China Centre is still a work in progress. Andrew also noted the current financial model needed to be reworked to make it a profitable option.

Benny noted that USU2U (Eats) could be a helpful option for international students now in lock down.

#### **Resolved B062/21:**

That the BOARD OF DIRECTORS accepts the report as read.

**Mover: Nick Forbutt**

**Seconder: Yinfeng (Benny) Shen**

13 For / 0 Against / 0 Abstain

### 3.4 Report of the Honorary Secretary

**Yinfeng (Benny) Shen** highlighted that the June C&S committee have 3 regulatory updates as outlined in the secretary report:

- Societies can hold AGMs outside of teaching periods; however, society meetings may not be held during the University closing period around Christmas and New Year's (8.4 & 8.7)
- Society Executive Members may be dismissed for failure to adequately perform their executive duties [7.7 v]
- Pre-event registration notice will be extended from 2-day prior to 7-days prior to create safer events.

Benny noted a review on the C&S financial model and how to better support clubs and training for club executives.

Benny gave a closing presentation on his thoughts for the future of USU.

**Resolved B063/21:**

That the BOARD OF DIRECTORS accepts the report as read.

**Mover: Nick Rigby**

**Seconder: Belinda Thomas**

13 For / 0 Against / 0 Abstain

### 3.5 Report of the Honorary Treasurer

**Caitlin Brown** noted the report as Read.

Caitlin gave a closing presentation on his thoughts for the future of USU.

**Resolved B064/21:**

That the BOARD OF DIRECTORS accepts the report as read.

**Mover: Marie Leech**

**Seconder: Ruby Lotz**

13 For / 0 Against / 0 Abstain

### 3.6 Report of the Vice President

**Nick Forbutt** noted the report as read. Nick also welcomed the new Board and wished them well. Nick will remain on campus for the next 18 months as he finishes his studies.

**Resolved B065/21:**

That the BOARD OF DIRECTORS accepts the report as read.

**Mover: Prudence Wilkins-Wheat**

**Seconder: Ruby Lotz**

13 For / 0 Against / 0 Abstain

### 3.7 Report of the President

**Motion:** That the Chair moved to Nick Forbutt.

**Mover: Belinda Thomas**

**Seconded: Yinfeng (Benny) Shen**

**Irene Ma** noted the report as Read.

Irene provided an update on the CISA, to combat racism to university students in Australia.

**Resolved B066/21:**

**Motion:** That the BOARD of DIRECTORS accepts the report as read, and to have the international portfolio holder be the liaison with USU's membership to CSIA.

**Mover: Kailin (Vikki) Qin**

**Seconded: Ruby Lotz**

**Motion:** That the Chair be moved back to Irene Ma.

**Mover: Prue Wilkins-Wheat**

**Seconded: Belinda Thomas**

### 3.8 Other Matters for Discussion

#### 3.8.1 Report of the Director of Debates.

Tabled and noted.

**Motion:** To note for the next Board meeting, A2.3.2. The executive shall appoint a member of the executive as Chair of the committee. If there is no member of the executive that is involved in USU debating, a regular director may be appointed by the executive to fill the vacancy.

**Resolved B067/21:**

**Mover:** Nick Rigby

**Seconder:** Ruby Lotz

## 4. Matters for Decision

### 4.1 Confidential Business

**Resolved B068/21:**

That the BOARD OF DIRECTORS moves in camera.

**Mover:** Ben Hines  
**Seconder:** Nick Forbutt  
13 For / 0 Against / 0 Abstain

**Resolved BC026/21:**

Pursuant to resolution B068/21, the Board moved out of camera at 3:23pm.

**Mover:** Benjamin Hines  
**Seconder:** Belinda Thomas  
13 For / 0 Against / 0 Abstain

**5. Close of Meeting**

**5.1 Next Meeting**

The next meeting of the BOARD OF DIRECTORS is held on Friday 30 July 2021 at 1:00pm in a location to be determined and will be held in person and via audio visual link.

The meeting closed at 3:23pm.