



PUBLIC

CONFIRMED Board MINUTES of The University of Sydney Union held Cullen Room at 1:00PM on Friday 23 September 2022

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)

Apologies: Nil

Absent: Nil

2. Minutes from Prior Meetings

RESOLUTION

RESOLUTION		RB#38/22
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.		
Proposed: Telita Goile	Seconded: Nicholas Dower	Carried

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

#	Action	Due Date	Responsible
03702	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.	28/10/2022	Jess Reed

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

#	Action	Due Date	Responsible	Comments from this meeting	Status
<u>Action Arising from 26 Aug 2022</u>					
00001	CEO to review strategy measures and get back to Board and relevant Committees.	29/10/2022	Andrew Mills	in process	Open

00002	Executive Committee to review items marked red - half yearly report and staff survey.	26/02/2023	Cole Scott-Curwood	to be done half yearly and yearly	Open
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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)

6.2. C2. Membership - Loss of income, relevance, engagement, and reputation (Emerging: C2. Membership - Loss of income, relevance, engagement, and reputation)

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)

7.2. F1. Current Year Result (: F1. Current Year Result)

7.3. F2. Balance Sheet (: F2. Balance Sheet)

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)

7.5. M1. Marketing (: M1. Marketing)

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

#	Action	Due Date	Responsible	Comments from this meeting	Status
<u>Action Arising from 26 Aug 2022</u>					
03479	CEO to investigate election graphics and get back to Board.	23/09/2022	Andrew Mills	Old graphic inadvertently used	Closed
03480	Confidential action register to be created.	23/09/2022	Andrew Mills	in process with GovernRight	Open
03481	Management to investigate detailed and consistent labelling for food at USU outlets.	29/10/2022	Jess Reed	Commercial Ops investigating labelling options	Open
<u>Action Arising from 29 Jul 2022</u>					
03355	AM to revise the membership target.		Andrew Mills	Completed. Reset to 65%.	Closed
03361	CEO to include report at the August Board Meeting on the activation plan for Hermann's.	19/08/2022	Andrew Mills	2 Completed. Debates Society now able to book Herman's Bar on Wednesday nights following debates.	Closed
03370	Status of Cereal Lab to be added to agenda for next Executive Committee meeting.	12/08/2022	Andrew Mills	Completed. Cereal Lab end of lease. USU investigating new food options for this space with student survey.	Closed
03372	Management to investigate circumstances of Bike Doctor in Manning basement closing.	19/08/2022	Andrew Mills	Completed. Bike Doctor vacated space. USU has changed locks and investigating options to use this space - including possible additional storage for C&S	Closed
03373	CEO to send President details of cancelled Refectory booking on 17&18 August.	05/08/2022	Andrew Mills	Completed.	Closed

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**

RESOLUTION		RB#39/22
It was RESOLVED that the three papers relating to the Debates Committee procedural matters were noted.		
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 Holder5s 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

RESOLUTION		RB#40/22
It was RESOLVED that the Board move in-camera for the confidential agenda items.		
Proposed: Telita Goile	Seconded: Alexander Poirier	Carried

18. Next meeting of the Board of Directors

19. Close of Meeting