# PUBLIC MINUTES

USYD STUDENT UNION LTD
ACN 688 637 818

**Minutes of Meeting of Directors held on:** Thursday 25 June 2026
**Location:** Cullen Room and online via Zoom
**Chairperson:** Phan Vu

**Meeting opened**: 10:04am **Meeting closed:** 12:39pm

**Present (in person)**

| | |
|---|---|
| Phan Vu (PV) | President, Chair |
| Shirley Zhang (SZ) | Honorary Secretary |
| Michelle Choy (MC) | Director |
| Layla Wang (LW) | Director |
| Michael Bromley (MB) | Senate Appointed Director |
| William McCarthy (WMc) | Incoming Director (Observer) |
| James Green (JG) | Incoming Director (Observer) |
| Zayed Tabish (ZT) | Incoming Director (Observer) |
| Janina Jancu (JJ) | USU, Chief Executive Officer |
| Charlotte Long | USU, Director of Student Experience |
| Jane Coles (JC) | USU, Director of Marketing & Partnerships |
| Steven Moore (SM) | USU, Director of Operational Services and Systems |
| Tania Maiolo (TM) | USU, Director of Finance |

**Present (via Zoom)**

| | |
|---|---|
| Noah Rancan (NR) | Director |
| Sally Liu | Director |
| Archie Wolifson (AWo) | Director |
| Bryson Constable (BC) | Immediate Past President |
| Tiffany Donnelly (TD) | Senate Appointed Director |
| Jenny Chan (JCh) | Minute taker |
| Peita Lane (PL) | USU, Director of People & Culture |

**Apologies**

| | |
|---|---|
| Georgia Zhang (GZ) | Vice President |
| Annika Wang (AWa) | Director |

1. **Attendance:** as noted above.

2. **Opening and Acknowledgement of Country:** The Chair confirmed that a quorum was present, declared the meeting open, and provided an Acknowledgement of Country

3. **Apologies and leave of absence:** The Board noted the pre-advised absences of GZ and Awa.

   ***Moved: PV; Seconded: MC***

   *LW joined the meeting at 10:09am.*

4. **Conflicts of Interest:** The Board noted the Directors' Interest Disclosures. MB, NR and BC advised of new disclosures to be added.

   *ZT joined the meeting at 10:12am.*

5. **Previous Meeting Minutes and Matters:** The Board approved the minutes of the meeting held on 28 May 2026 and the Special Board meeting held on 2 June 2026 as true and accurate record.

   ***Moved: PV; Seconded: SZ***

6. **Executive Reports**

   **12.1 Honorary Secretary Report:** SZ provided a verbal update to the Board noting the club governance and application process uplift, new club applications opening in July for a three-week period and formal handover documentation prepared for the incoming Secretary. SZ expressed gratitude and support to the Board and Management over the last two years.

   **12.2 Vice President Report:** this Board noted the Vice President Report.

   **12.3 President Report:** the Board noted the President Report and PV noted the busy period over the last few months, congratulated newly appointed Executives, Committee Members and Portfolio Holders, and acknowledged the importance of supporting the incoming President to ensure continuity. PV also shared reflections on her journey with USU and appreciation to the Board and Management.

*Moved: PV | Seconded: AWo*

7. **Verbal Portfolio Updates:** The Board noted the work underway to transition to the incoming President with a handover to be coordinated for incoming officeholders to ensure clarity in expectations and requirements.

8. **Any Other Business:** The Board noted appreciation expressed by the Leadership Team to Phan for their leadership and acknowledged the contributions of Executives and outgoing Board members.

   The Board noted the next scheduled Board meeting for Thursday 23 July 2026 and recognised this falling during semester break and agreed to canvas dates in the following week and for the committee calendar to be circulated to Directors to ensure key dates when providing timetable preferences.

9. **Open Question Time:**
   **Q1.** A question was raised regarding the attendance of incoming Director at the in-camera session before the commencement of their term. The Board noted its discretion under the Bylaws to manage attendance at Board meetings, including the attendance of observers or incoming Directors before the commencement of their term. The Board agreed that this discretion would not be exercised to exclude the incoming Director from the in-camera session for this meeting. It was further noted that attendance of non-Board attendees at Board meetings is determined by the Board on a case-by-case basis, including by specific vote if required.

   **Q2**. A question raised regarding how the Director stipend increase is calculated. It was noted that the recommended 3% increase aligns with the EBA and past practice, although historical increases have varied. Management was asked to confirm whether the stipend amount for the 2026/27 Board term is quoted correctly in the Candidate Handbook and whether the stipend is disclosed anywhere other than the Candidate Handbook and appointment letters.

**Q3**. A question was raised regarding why the President's Reports available online only extended to November 2025. The Chair noted that all subsequent reports had been finalised at the relevant times and that the delay related only to their internal upload to the website. The Chair undertook to follow this up with the Governance Officer.

**Q4**. A question was raised regarding the differing styles of Portfolio Holders reporting and whether there was a central portal to support consistency. The Chair noted that this issue had been raised at Board level and that, to address it, the Chair would lead the handover process for the incoming Board to ensure clearer and more consistent expectations for Portfolio Holder reporting.

**Q5**. The Board noted that follow-up should be led by the most recent Portfolio Holder, with coordination through PV.

10. **Next Meeting/Close:** The next Board meeting is scheduled for Thursday 23 July from 10am – 12:30pm.