



PUBLIC

CONFIRMED Board MINUTES of The University of Sydney Union held via Zoom at 1.04PM on Friday 31 March 2023

PRESENT

Cole Scott-Curwood (President, Director)	David Wright (Senate-Appointed Director) left at 3.03pm
Telita Goile (Vice President, Director)	Isla Mowbray (Honorary Secretary, Director)
Alexander Poirier (Director)	Nicholas Dower (Director) via Zoom 1.30pm
Naz Sharifi (Director) left at 1.25pm re-joined at 2.10pm	David Zhu (Honorary Treasury, Director)
Madhullikaa Singh (Director)	Alyssa White (Senate-Appointed Director) left at 2.10pm
Onor Nottle (Director)	

IN ATTENDANCE

Andrew Mills (CEO)

Carole McElligott (Asst. Board Secretary/Governance Coordinator)

1. Opening

1.1. Welcome and Acknowledgement to Country

The meeting opened 1:08pm.

The President made an acknowledgement to Country.

1.2. Apologies and Leaves of Absence

The Board **NOTED** attendance as follows:

Present: Cole Scott-Curwood, Telita Goile, Isla Mowbray, Nicolas Dower, Naz Sharifi, Alexander Poirier, Onor Nottle, David Zhu, Madhullikaa Singh, Alyssa White, David Wright

Absent: Nick Comino, Yining (Du) Du. **Apologies:** Prudence Wilkins-Wheat

2. Meeting Administration

2.1. Motions on Notice

Nil

2.2. Endorsement of Circular Resolutions

Nil

3. Conflicts of Interest

Nil

The reason to move into camera is to discuss Motions on Notice, CapEx requests, Management's restructure update, SULS update, Protecting USU's interests – Footbridge, Tenancy Report.

4. Confidential Business Resolutions – In Camera session at 1.09pm

RESOLUTION		RB#8/23
It was RESOLVED that the Board of Directors move in Camera.		
Proposed: Telita Goile	Seconded: Naz Sharifi	Carried

4.1.

RESOLUTION		RB#9/23
It was RESOLVED that the Board of Directors approved the confidential minutes of the previous meeting, subject to the amendment to David Wright's name.		
Proposed: Madhullikaa Singh	Seconded: Isla Mowbray	Carried

4.3.

RESOLUTION		RB#10/23
It was RESOLVED that the Board approves the capital request of \$100,000 for the installation of a brand-new cool room with remote refrigeration and shelving at Fisher Café.		
Proposed: Telita Goile	Seconded: Onor Nottle	Carried

4.7.

RESOLUTION		RB#11/23
It was RESOLVED that the Bord of Directors approves an offer of license to Uni Bros for Wentworth 2.03 and authorises Management to negotiate the best possible commercial terms.		
Proposed: Onor Nottle	Seconded: Madhullikaa Singh	Carried

Public Business – out of Camera session

RESOLUTION		RB#12/23
It was RESOLVED that the Board of Directors move out of Camera.		
Proposed: Madhullikaa Singh	Seconded: Cole Scott-Curwood	Carried

6 CEO Report

6.1 CEO Report

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

The Board further noted:

- The USU Elections are on track. The Compulsory Candidate Briefing is scheduled at 1pm on Thursday 5 April. Simone Whetton and Max Bonnell will present on the election process and defamation respectively.
- The milestone report is as at 31 December 2022 is included in the March Board Pack. The Q1 milestone will be included in the April Board Meeting.
- The Employee Engagement Survey closure date has been extended. Results are due late April. There was a 72% staff completion rate.
- Average time to resolve Help Desk tickets is between 18 hours and 2 days. Long resolution times mainly due to HR, IT or Repairs and Maintenance issues.
- Footbridge Bakery official opening with a new design and an identifiable character. Smaller food offerings are being investigated as a cheap eat.
- International Fest was successful and promoted through posters and social media this year.
- The monthly digital summary illustrated a 10-20% increase in activity. Instagram reels are popular. Website clicks is going well and TikTok had received 138,295 views.
- USU 2023 Members Demographics mirror USyd Enrolments.
- USU Membership are launching a large research project to understand the USU member needs and gain greater insights in their likes and dislikes and expectations of USU.
- Verge Projects had visibility in Manning, ARTBOX Fisher Library and Laneway. With the assistance of funding there are new measures to ensure accessibility to Verge's programs which include QR codes (with braille overlay), grip tap on the floor to improve navigability of the gallery for people with vision difficulties and the provision of ID descriptions of images and transcripts. The next new exhibition is Stasis at Verge from 17 April – 12 May.
- In student programs there are 61 pending club registrations and 11 new club applications. Clubs and events highlights included utilisation of EAP (Benestar) by a student leader, grants for camps, complaint resolution process and Language Exchange and two thank you socials for VTeamers.

- Revenue from USU outlets is ahead of February 2019. January and February combined indicate outlet sales are at 83% of 2019 (pre pandemic). Revenue ahead of budget
- P&C Headlines included recruitment of approximately 50 casuals. Sharron Keogh, the new WHS adviser, is looking at key risks and a Risk Assessment template. A “Work with USU” stall was set up at International Fest to promote working with us and also signed up new USU members.
- There will be information available in May on phase 2 of the website development plans with a report on major projects.
- Madhu raised the issue of strategies for colleges to incentivise their participation is the Rewards program. Engagement with college reps, hosting informal faculty musical events and the Student Safety Conference were ways to collaborate with the colleges and provide value-add services and partnerships. Palledian events was another opportunity to offer membership.

Noted

7. GROWTH

Noted

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

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

Noted

7.3. S.2021.3. Right culture, Right Values (Strategic: S.2021.3. Right Culture, Right Values)

Noted

8. CHANGE

Noted

8.1. 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)

The Board NOTED impact of Federal Budget on students. Government has promised 20,000 additional university places.

8.2. C2. Membership – Loss of income, relevance, engagement and reputation (Emerging: C2. Membership – Loss of income, relevance, engagement and reputation).

8.3 C3. Senate – Changes to the composition of the Senate resulting in a loss of support for the USU (Emerging: C4. Governance – Changes to the composition of the Senate resulting in a loss of support for the USU)

8.4. 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)

8.5. C5. Building Stock – Potential loss of spaces under the USU’s control (Emerging: C5. Building Stock – Potential loss of space under the USU’s control).

9. RISK

Noted

9.1 – 9.5 Risk items. The Board noted that the orange traffic light cannot be changed. The business continuity plan is with the HODs to complete.

9.1. CG1. Corporate Governance (:CG1. Corporate Governance)

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

9.3. F2. Balance Sheet (: F2. Balance Sheet)

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

9.5. M1 Marketing (: M1. Marketing)

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

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

9.8. PC3. Engaged staff (: PC3. Engaged staff)

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

9.10. SD2. Student Programs (:SD2. Student Programs)

10. Actions Arising from Previous Meetings

Cole noted that all action items from Nov 22 are now closed. He also noted that the agenda had been reformatted to discuss the Confidential agenda items first.

#	Action	Due Date	Responsible
03713	Cole will provide Carole with his monthly President's Report for publication on the USU website.	Closed	Carole McElligott

#	Action	Due Date	Responsible
03711	Andrew will send the Clubs funding slide to the Board.	Closed	Andrew Mills

11. Finance Reports

Andrew noted that Rebecca was on leave today.

Noted

11.1. Board Finance Report

David Zhu noted that there was a very strong start to the year and February was a very strong month with a positive variance of \$400,000.

David Wright noted that due to good solid financial performance in the March results cheaper food options should be considered in the quarter 1 reforecast to consider a reduction in food pricing for students. Eg; \$1 or 5% reduction and absorbing price options increases. Another suggestion was for additional menu items that are cost effective.

The Board noted that SSAF funding for the Food Hub was locked in for USU which will enable financial security.

Actions Arising from This Meeting

#	Action	Due Date	Responsible	Status
03717	The board noted that it was 'solution agnostic' and asked management to prepare a plan for cheaper food initially for the April board meeting.	28 April 2023	Andrew Mills	Open

11.2. USU Compliance Report

The Board NOTED the Compliance Report was taken as read.

Noted

11.3. Finance Dashboard

The Financial Dashboard was noted.

12 Exec Reports

12.1 Report of the Hon Secretary

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

Isla noted discussions with Clubs Executives with regards to the Festival of Creativity. The new PULP editors' recruitment has commenced. There will be info sessions for potential candidates.

12.2 Report of the Hon. Treasurer

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

David Zhu noted that the cost of living is an issue for students. Absorbing price increases was a way to assist students. \$1.2m was allocated across a number of new initiatives, including funding for the Student Safety Conference and funding for Club Executives activities. This funding will make a real impact on student communities.

12.3 Report of the Vice President

The Board NOTED the Vice President's report was taken as read.

12.4 Report of the President

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

Cole met with DVC Education. The Student Safety Conference will receive \$60,000 split equally between the DVC and the VC. This conference will enable holistic conversations between student organisations to better support student safety which is a priority for USU.

13. Other Business

13.1. Reports of Portfolio Holders

Queer Portfolio: Alex noted that he had attended an event to increase queer visibility. The event was a relaunch of an initiative held in 2019 and took place in different venues.

Disability Portfolio: Alex noted that \$10,000 was available to better support disability initiatives. Alex will provide information on suitable initiatives.

Women*s Portfolio: Naz noted that International Women's Day was a success and included both an internal and external event. The UN leaders event was attended by student leaders and staff.

Ethnocultural Portfolio: Naz raised the issue that the different clubs have everything they need. Naz will email Sam/Kelsey and cc Cole on how to book the Ethno Room now it is available. This space can now be booked exclusively for this portfolio.

International Students Portfolio: Madhu noted the international celebration and the 100-year celebration of SUPRA. Enviro week will take place between 18 – 20 April.

Confidential Business – In Camera session: 3.04pm

To discuss remaining matters from the Confidential section of the Minutes.

RESOLUTION		RB#13/23
It was RESOLVED that the Board of Directors move in Camera.		
Proposed: Telita Goile	Seconded: Naz Sharifi	Carried

RESOLUTION		RB#14/23
It was RESOLVED that the Board of Directors move out of Camera.		
Proposed: Madhullikaa Singh	Seconded: Naz Sharifi	Carried

16. Next meeting of the Board of Directors

Next meeting of the Board of Directors, Friday 28 April, 1pm – 3pm, Cullen Room

17. Close of Meeting

The meeting closed at 3.17pm.