



## PUBLIC

### CONFIRMED Board MINUTES of The University of Sydney Union held at 1.08PM on Friday 30 June 2023

#### PRESENT

Cole Scott-Curwood (President, Director)	Prudence Wilkins-Wheat (Immediate Past President, Director) via Zoom
Telita Goile (Vice President, Director)	Isla Mowbray (Honorary Secretary, Director)
Alexander Poirier (Director) via Zoom	Nicholas Dower (Director)
Nazanin Sharifi (Director)	David Zhu (Honorary Treasury, Director)
Madhullikaa Singh (Director) via Zoom	Nicholas Comino (Director) Via Zoom
Onor Nottle (Director) via Zoom	

#### IN ATTENDANCE

Andrew Mills (CEO)  
Carole McElligott (Asst. Board Secretary/Governance Coordinator)  
Jess Reed (COO)  
Margaret Champley (Senior Finance Manager)

#### **Guests:**

Incoming Board: Bryson Constable via Zoom, Grace Porter via Zoom, Grace Wallman via Zoom, Ben Hines, left at 2.04pm  
Katarina Butler and Bipasha Chakraborty, Honi Soit

#### **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, Alexander Poirier, Nazanin Sharifi, Madhullikaa Singh, Onor Nottle, Prudence Wilkins-Wheat, Isla Mowbray, Nicholas Dower, David Zhu, Nicholas Comino, Bryson Constable, Grace Porter, Grace Wallman, Ben Hines.

**Absent:** Yining (Du) Du. **Apologies:** Alyssa White, David Wright

## 2. Conflicts of Interest

The reason to move into camera is to discuss confidential, tenancies and employee matters.

## 3. Confidential Meeting Administration – In Camera

RESOLUTION		RB#32/23
It was RESOLVED that the Board of Directors move 'in camera'. Cole noted that incoming directors were welcome to join this meeting.		
Proposed: Isla Mowbray	Seconded: Nazanin Sharifi	Carried

### 3.1.1.

RESOLUTION		RB#33/23
It was RESOLVED that the Board of Directors approved the confidential minutes of the previous meeting, 26 May. Please note slight amendment to period products in all bathrooms, including male, female and unisex.		
Proposed: Telita Goile	Seconded: Nazanin Sharifi	Carried

### 3.1.2.

RESOLUTION		RB#34/23
It was RESOLVED that the Board of Directors approve the confidential minutes of the Special Board meeting, (Staff Survey and EA), 2 June.		
Proposed: Isla Mowbray	Seconded: Naz Sharifi	Carried

## 5.1 Board paper and draft resolution for CPI salaries

RESOLUTION		RB#35/23
It was RESOLVED that the Board of Directors approve the resolution of awarding the CPI salary increase for all USU eligible employees and Board Directors stipends, effective the first pay of July 2023. Cole Scott-Curwood abstained from this resolution		
Proposed: Telita Goile	Seconded: Isla Mowbray	Carried

## 5.2 Board paper and draft resolution for CFO appointment ratification

<b>RESOLUTION</b>		<b>RB#36/23</b>
It was RESOLVED that the Board of Directors approve the resolution to endorse the recommendation panel and ratified the appointment of Michelle Tonge as CFO/Director of Corporate Services.		
Proposed: Telita Goile	Seconded: Isla Mowbray	Carried

## Public Business – out of Camera session

### 10 Meeting Administration (Out of Camera)

<b>RESOLUTION</b>		<b>RB#37/23</b>
It was RESOLVED that the Board of Directors move ‘out of camera’.		
Proposed: Naz Sharifi	Seconded: Isla Mowbray	Carried

### 10.1 Meeting of the Previous Board Meeting (Public)

<b>RESOLUTION</b>		<b>RB#38/23</b>
It was RESOLVED that the Board of Directors approve the PUBLIC minutes of the Previous meeting, 26 May. Please note amendment which was the inclusion of the incoming/outcoming Presidents/Treasurers to authorize access to two CBA accounts.		
Proposed: Telita Goile	Seconded: Nicholas Dower	Carried

### 10.2 Endorsement of Circular Resolutions

Nil

### 11 Motions on Notice /Matters for Discussion / Matters for noting

Nil

### 11.1 Matters for Decision

#### 11.1.a Returning Officer Honorarium

<b>RESOLUTION</b>		<b>RB#39/23</b>
It was RESOLVED that the Board of Directors approve that the 2023 Electoral Returning Officer, Simone Whetton, be paid their honorarium.		
Proposed: Nazanin Sharifi	Seconded: David Zhu	Carried

### 11.1.b Wentworth Annex Limited – appointment of directors

Wentworth Annex Limited is a USU company which holds USU's IP. The outgoing President and Treasurer are replaced by the incoming President and Treasurer.

RESOLUTION		RB#40/23
It was RESOLVED that the Board of Directors approve that the incoming President, Nazanin Sharifi and incoming Honorary Treasurer, Nicholas Dower be added as Directors to the ASIC listing for Wentworth Annex Limited for the duration of their terms.		
Proposed: Telita Goile	Seconded: David Zhu	Carried

### 11.1.c Capex request for Verge

The Board noted the work that will be carried out to increase the exhibition space at Verge. The costs include a 10% contingency.

RESOLUTION		RB#41/23
It was RESOLVED that the Board of Directors approve capital expenditure of \$85,000 to refurbish Verge's reception area and increase the event exhibition space.		
Proposed: Nazanin Sharifi	Seconded: Telita Goile	Carried

### 11.1.d Skin Cancer Check Reimbursement Policy May 2023

The P&C Committee has endorsed this policy. Reimbursement from a Skin Cancer Check is available to all staff.

RESOLUTION		RB#42/23
It was RESOLVED that the Board of Directors approve the Skin Cancer Check Reimbursement policy.		
Proposed: Telita Goile	Seconded: Isla Mowbray	Carried

## 11.2 Matters for Noting

### 11.2.a Wellness Report (management)

Taken as read.

The Wellness coordinator has received positive feedback for her support of C&S Executives. She will develop guidelines and policies. Her recommendations, including a student leadership project are for noting and will be included in the strategy and budget allocation.

Noted

### **11.2.b WHS Management System (management)**

There is a comprehensive suite of documents which formalises the WHS processes. This information is available to the Board.

David Zhu raised the issue of the Chair of the WHS Committee being a staff member, rather than a director and the view that a director Chair may provide better linkage between the WHS Committee and P&C Committee.

<b>#</b>	<b>Action</b>	<b>Due Date</b>	<b>Responsible</b>	<b>Status</b>
03722	Discussion on Chair of the WHS Committee will be tabled at the next P&C Committee.	25 August	Andrew	Open

Noted

### **11.2.c Semester 2 Calendar of Board and Committee Meetings**

The Board noted that the calendar will be circulated to the incoming Board.

Noted

## **12 CEO Report – Strategic, Governance & Operational updates**

### **12.1 CEO Report**

Noted

### **12.2 Impact & Outcomes Dashboard (management)**

The Board noted that the dashboard demonstrates the impact and outcomes of USU activities which is linked to strategy objectives. Andrew noted that FoodHub had more space now that it had moved to Level 3 of the Wentworth Building and also noted that 60 students a day had visited FoodHub outside of Semester. It is also staffed by a full-time staff member. The Board also noted that membership had increased by 20%.

## **13 Finance Reports and Recommendations**

### **13.1 Board Finance Report**

Noted

### **13.2 USU Compliance Report**

Andrew noted that the WHS training schedule will be included in the Compliance Report. Andrew also noted that USU is compliant with the two month training requirement.

Noted

### **13.3 Finance Dashboard**

Andrew noted that income will be reduced in July due to a swing in investments and change of cash reporting.

Noted

**14 GROWTH**

**15 CHANGE**

**16 RISK**

The above items were discussed at the Board Meeting in April.

**17 Exec Reports**

**17.1 Report of the Hon. Secretary**

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

Isla thanked the Board and staff for their support during her time as Hon. Secretary and enjoyed her involvement with key areas of USU including PULP and C&S.

**17.2 Report of the Hon. Treasurer**

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

David noted that he had provided a handover to Nick Dower and he was proud of the financial outcomes that had been achieved.

**17.3 Report of the Vice President**

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

Telita thanked the ExCo and President for all their support.

**17.4 Report of the President**

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

Cole noted that there had been a seamless transition to the new ExCo. Cole noted he was grateful for the opportunity to be president which included:

- Deploying a surplus of \$1.2M to student experience initiatives and subsidised and free meals.
- Championing transparency of USU reporting.
- Advertising, Sponsorship and Promotion Policy to exclude providers who do not meet USU's ethical standards.
- Return of Manning Bar to daytime trading.

Two other major initiatives included:-

The development of the RAP and next steps to recruit a permanent role to implement the RAP which will include the set up working groups with student indigenous groups.

USU investments – Renewed the Investment Manager and divested unethical investments according to new guidelines within the Investment Policy. Cole will send a media release to student publications to promote USU's new ethical and fit-for-purpose investment strategy.

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## **18 Other Business**

### **18.1 Reports of Portfolio Holders – Verbal updates**

International Students: Madhu noted that Sargun Saluja is now the new portfolio holder and was looking forward to the International Symposium and the SUPRA International Festival next year.

Ethnoculture and Wom\*ns: Naz welcomed Julia Lim and Grace Porter as portfolio holder of the respective portfolios and would be available for any assistance they might require in their new roles.

Disability: Alex noted that Grace Wallman is the new portfolio holder and that the disability space is progressing.

Queer: Alex noted that he is attending the National Education Conference in Brisbane.

Naz thanked Cole for his leadership and effort on behalf of the ExCo and outgoing Board.

## **19 Open Question Time**

Student Media noted that the monthly Board minutes were uploaded onto the USU website after they had been approved at the next Board meeting. Student Media also noted that free period products are all bathrooms across the three USU buildings. Student media also noted that the development and timeline of the RAP would be led by the recruitment of an indigenous leader. Funding for this role will be included in the Q2 reforecast for the approval of the Finance Committee. Cole also noted that the RAP is on the website.

## **20 Next Meeting of the Board of Directors**

Next meeting of the Board of Directors, Friday 28 July, 1pm – 3.30pm, Cullen Room

## **21 Close of Meeting**

The meeting closed at 3.26pm.