

UCSA Executive Minutes

Title: Minutes of the 1st UCSA Executive Meeting of 2011

Date: Friday 11th February 2011

Time: 11.30pm

Venue: UCSA Board Room

Present: Kohan McNab (President & Chairman), Rachael Linehan (Vice President), Sam Mossman (Finance Officer), Nathan Ainsworth (Welfare), William William (International), Diana Jeong (Commerce/Advocacy), Rachel Joho (Sport/Education), Morgan Perry (Science/Communication), Craig Whitnall (Law/Events), David Holliday (Sustainability/Post Grad)

In Attendance: Martin Mongan (General Manager) joined the meeting at 11.44am, Bridget O'Connor-Norton (minutes)

Apologies:

1. Board Time was taken from 11.34am to 11.36am
2. Apologies – Michael Cook, Cara des Landes, Rachael Linehan for lateness arrived at 12.27pm
3. Conflict of Interest – The President noted that he is a Director on the University Bookshop Board
4. Minutes of Previous Meeting
001/2011 **THAT the Minutes from the Meeting on the 9 December 2010 are confirmed to be true and accurate.**
Joho/Jeong **CARRIED**

5. Matters Arising – none noted

6. President's Verbal Report

VSM

The President gave the Executive a brief update on the Education Freedom of Association Amendment Bill that is before Parliament. If the Bill is accepted the earliest it would come into effect is 1st January 2012. The issue for the UCSA is one of representation not finances as the UCSA do not charge a fee to be a member of the Association unlike other Student Associations. If passed the President will form a working group made up of the Officers of the Executive, the General Manager, the Services and Transition Manager and one member of the Executive to form action plans for the 2012 Executive who will be affected by the Bill.

Advisory Board

The President summarised the structure change that took place for the Governance Board at the end of 2010 with the merge of the Commercial Advisory Board and Service Advisory Board into one Advisory Board.

The President has stepped down as Chair of the Advisory Board and become Deputy Chair and an independent Chair is to be appointed. Nominations were called for and one nomination was received that of Bevan Killick whose curriculum vitae was tabled. It was noted Bevan's extensive experience on a number of Boards.

002/2011 *MOVE from the Chair*
THAT the Executive appoint Bevan Killick as
Independent Chair of the Advisory Board.

CARRIED

The Executive wished to offer their congratulations to Mr Killick on his appointment as Independent Chair of the Advisory Board.

With the increase in workload and number of meetings now required of the combined Advisory Board the President proposed an increase in the honoraria received by the Advisory Board members. Currently the honoraria is \$4,000 per annum. The President recommended that this be increased from \$4,000 to approximately \$8,000 with the Independent Chair of the Advisory Board and the Chair of the General Managers Employment Sub Committee receiving an extra \$2,000 and each member of the General Managers' Employment Sub Committee receiving an extra \$2,000. It was noted that honoraria received by board members is often far in excess of the proposed increase. Though this increase in honoraria has not been budgeted for the General Manager believes that the Executive will receive value from the Advisory Board with their increased involvement and expertise.

003/2011 MOVE
THAT the Advisory Board honoraria be adjusted to reflect the increased workload with a base of \$8,000 with further \$2,000 increase for Board members on the General Manager's Employment Sub Committee and \$2,000 increase for the Independent Chair of the Advisory Board.
Whitnall/Mossman **CARRIED**

8. Audit 2010
BDO have been responsible for UCSA audits since 2003, completed the 2009 audit and were reappointed at the 2010 AGM for the 2010 audit. After further investigation of the 2009 audit this report was found to be below standard with a number of grammatical errors, incorrect figures and lack of advice and comments. The 2009 audit was also passed as a draft by BDO. This has led to a loss of confidence by UCSA management, the Advisory Board and the President. A number of other Chartered Accountants were approached and the Advisory Board and the General Manager recommend that the UCSA use Polson Higgs as Auditors of the 2010 report. The point of difference with Polson Higgs was their engagement with the UCSA as a client. One Advisory Board member can vouch for the integrity and skill of a key member of staff at Polson Higgs. Proposal costs for an audit are approximately \$15,000.
The President reiterated to the Executive that any variance from this appointment is not to be done lightly, as a resolution at an AGM is generally considered binding on the organisation. However the risk that it poses to reappoint BDO would be remiss of the Executive in terms of potential adverse material consequences.

- Option 1 Call a Special General Meeting which constitutionally could be no earlier than 2nd March which would be difficult in terms of time frame for a new auditor to complete.
- Option 2 Continue with BDO as auditors for 2010 year even though they have proven themselves to be inadequate.
- Option 3 Appoint Polson Higgs in this Executive meeting and seek to have it ratified at this year's AGM.

004/2011 MOVE THAT
The Executive proceed with the option of disengaging BDO as Auditors for the 2010 financial year and appoint Polson Higgs in their place;
AND
THAT

in addition that the Executive have this deviation from the 2010 AGM resolution ratified at the soonest possible time, no later than the 2011 AGM;

AND

THAT

This change is effectively communicated to students.

Perry/Ainsworth

CARRIED

7. General Manager's Report
The General Manager's report was read and tabled.

The General Manager left the meeting at 1.03pm.

9. Clubs Grants
Grant applications above \$1,000 are heard by the Executive with applications below \$1,000 go to the Grants Sub Committee which is made up of two Executive members and one staff member.

MUSOC – requesting a grant to help pay for staging for the production of *The Best Little Whorehouse in Texas*. Grant application is for \$1,500. Luke Merryweather Activities, Clubs and Events Team Lead recommends between \$750-\$1000.

**005/2011 MOVE THAT
The Executive grant MUSOC \$1,000 for staging costs.**

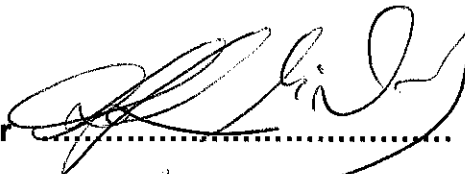
Holliday/Joho

CARRIED

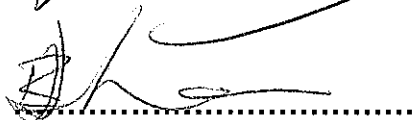
10. General Business
No General Business

The meeting closed at 1.11pm.

Declared true and accurate by Chair



Witness



Date

28/3/2011