

MEETING MINUTES
1st ORDINARY MEETING OF THE
49th JAMES COOK UNIVERSITY STUDENT ASSOCIATION COUNCIL

Meeting opened by **Phillip Kirk** (Vice President, Chair) at **3:09pm on Thursday 29th November 2018**

Present:

Phillip Kirk (Vice President) Stephen Naylor (VC Nominee), Harrison Hughes (Cairns Campus Officer), Alison Edwards (General Manager), Tom O'Grady (Sport and Recreation Officer), Kyran Mellor (Townsville Campus Officer), Klara Lindstrom (International Student Officer), Tichava Batiya (JCUSA Staff Representative), Catherine Fraser (Secretary)

1. APOLOGIES & PROXIES:

Hayley Harding (Equity and Diversity Officer) – No Proxy Given
Sebastian Romhany (President) – No Proxy Given

2. DECLARATION OF CONFLICT OF INTEREST

Standing Conflicts Declared:

- Kyran Mellor – Executive Member of Sustainability Club
- Tom O'Grady - Executive Member of Saints Rugby Club

3. APPROVAL OF UNSTARRED ITEMS

All items starred for discussion

4. CONFIRMATION OF MINUTES AND FLYING MINUTES

- 4.1 *That the Minutes of the 7th Ordinary Council Meeting (7/48; 7/18) from the 18th October 2018 be approved and ratified*

Discussion took place about who could move, second or vote on the motion, as not all members were present for the meeting.

RESOLVED

Mover: HH
Seconder: TO

All in attendance 7th Ordinary Council meeting in favour

- 4.2 *That the new JCU Business Society Constitution (dated 05/09/2017) be Approved and Ratified by the JCUSA Council*

TO advised he is a general member of the JCUBS. Meeting Members decided this was not a conflict of interest.

RESOLVED

Mover: TO
Seconder: HH
All in Favour

5. LEGAL MATTERS

Nil

6. REPORTS

- 6.1 *President's Report*

Not in attendance, so report not presented.

- 6.2 *Vice President's Report*

New council member – attended Induction

6.3 *Townsville Campus Officer Report*
New council member – attended Induction

6.4 *Cairns Campus Officer Report*
Attended Induction

6.5 *International Officer Report*
New council member - Attended Induction

6.6 *Equity & Diversity Officer Report*
Not in attendance, report not presented

6.7 *Postgraduate Officer Report*
Position vacant

6.8 *Sport and Recreation Officer Report*
Attended Induction
Meeting with Teisha and Jason regarding 2019 program and calendar but nothing has been set yet

6.9 *Finance Officer Report*
Presented by AE on behalf of KG (Finance Officer). AE advised Council members if they had any questions to ask KG.

6.10 *Advocacy Report*
Presented by CF. No questions from Council members.

7. GENERAL BUSINESS

7.1 *Approval of O Week Events and Budget*
AE went through Cairns with HH one on one for input. Some times for Events may need to be adjusted after meeting with Tony Hewitt for finalisation tomorrow. SN queried electricity charge as this seems excessive; AE has emailed Robyn (Estates) and Craig (Electrical) to discuss plans for Market day as it is suggested a Generator could be a best cost alternative.

RESOLVED:

That the draft budget be approved pending finalisation and confirmation with Student Life

Mover: HH
Seconder: PK
All in Favour

7.2 *"That Option 2 of the Council Remuneration suggestions and payment of the President from 5/11/2018 be approved as recommended by Remuneration Committee 5/11/2018)"*

AE, SN and PK are member of the Finance and Audit committee. SN stated all council members have conflict due to receiving benefits from the proposal, which is why the Finance and Audit Committee makes recommendations.

RESOLVED:

Mover: SN
Seconder: HH
All in Favour – abstain TB

- 7.3 *"That the Council pays are processed on the same day as staff pays"*

RESOLVED:

Mover: HH
Second: PK
All in Favour

- 7.4 *"That financial approval be delegated to the Executive group of President, Vice President with the General Manager to cover the period from November to the next scheduled Council meeting in 2019. This will facilitate ongoing work when most Councilors are away"*

AE advised this include approval of expenses (usually expenditure over \$2500 would need to go to all Council for approval)

RESOLVED:

Mover: TO
Second: HH
All in Favour

- 7.5 *"That Kimberley Rogers-Ford and Scott Morrissey be removed from the JCU Student Association accounts for Bank Australia, Bank of Queensland and Westpac Banking Corporation, as the outgoing President and Vice President".*

RESOLVED:

Mover: PK
Second: HH
All in Favour

- 7.6 *"That the incoming President - Sebastian Romhany Gonzalez and incoming Vice President – Phillip Kirk be added as signatories to our JCU Student Association Bank Accounts which are held by Bank Australia, Bank of Queensland and Westpac Banking Corporation. This will mean the signatories for all JCUSA Bank accounts held at Bank Australia, Bank of Queensland and Westpac Banking Corporation will consist of: President: Sebastian Romhany Gonzalez, Vice President: Phillip Kirk, General Manager: Alison Edwards, Finance Officer: Karina Goacher and Market and Media Officer: Mariam El Fatimi. Account requirement is two to operate".*

RESOLVED

Mover: HH
Second: TO
All in Favour

- 7.7 *"That the Westpac Bank account 034-212 367985 (Community Solutions Club Reserve) be closed as it has a balance of \$0.85 and is no longer used."*

RESOLVED

Mover: HH
Second: KL
All in Favour

7.8 *"That the Westpac account 359643 statement frequency be changed to monthly".*

RESOLVED

Mover: HH
Seconder: PK
All in Favour

Cairns Video Link dropped out at 3:37pm – Quorum Lost
Quorum resumed at 3:38pm

7.9 *" That Kimberley Rogers-Ford be removed from Bank Australia credit card account 23195209 and Sebastian Rohmany-Gonzalez be added to Bank Australia credit card account 23195209, with credit limit of account 23195209 to remain at \$3,000"*

RESOLVED

Mover: HH
Seconder: PK
All in Favour

7.10 *Council to appoint Finance and Audit Committee Members as per 5.5.1(d) (an appointed office bearer with financial management skills) and 5.5.1(e) (one additional office bearer as appointed by the Association Council) of the Regulations.*

CF advised who sits on the Finance Audit Committee and who the members were last year. TO read out duties of the committee. Discussion took place about putting PK in as Vice President as the position holds a Financial Interest. CF advised the composition of the Committee cannot be changed unless the regulations are changed. It was decided PK can attend as a non-voting member.

Council noted that there is an expressed interest in reviewing the members of the Committee as per the Regulations.

RESOLVED

That Harrison Hughes be appointed as 5.5.1 (e) and Kyran Mellor be appointed as 5.5.1 (d) to the Finance and Audit Committee

Mover: PK
Seconder: TO
All in Favour

7.11 *Proposal to implement an O Week Package deal combining Academic Year Gym Membership, Pool Membership and SA+ Membership*

TO explained the proposal is designed to drive more traffic to the pool which is funded by SSAF but has low usage. Lifeguards need to be paid regardless of how many students use the pool. Need to make \$5k after SSAF to cover expenses. Makes package more enticing to students. It was suggested the package would be sold in Jan/Feb and Market Day as a special. TO advised he spoke with KG who can easily break down between job lines in the budget. If 100-200 packages are sold it will not affect the pool bottom line. Pool membership is usually \$60 for the year or \$4 casual usually 10-12 people each day at the pool.

TO advised the pool did breakdown last year and was out of action for almost 6 weeks – cannot refund pool membership if this occurs again as only taking \$15 – low to moderate risk of reoccurring. KL suggested a non-refundable clause on membership re: pool membership.

Gym forms are only available at the gym usually due to their detail and length – memberships can be sold at the office and market day; student will be provided with a receipt to complete the Gym form before membership is

activated. Some colleges have a deal (John Flynn) gym membership is included purchased as a reduced rate by the college. TB asked about staff and public prices for specials at beginning of year – TO will investigate.

RESOLVED

That the O Week Package Deal (including Academic Year Gym Memberships, Pool Membership and SA+ Membership) be approved for sale in January, February and at Market Day on the condition pool membership is non-refundable

Mover: HH
Seconder: KM
All in Favour

SN enquired about lease of gym – AE confirmed council approved equipment lease agreements, which will not be implemented until gym lease is confirmed. JCU will not provide the Gym Lease without a copy of the equipment agreement. AE needs date to confirm as TC is on leave. TO stated the renewal needs to be completed as soon as possible as gym needs to shut down to get equipment in. AE advised old equipment will be sold for \$7000 – purchaser will remove at their cost.

TB asked about T shirt design – AE confirmed ME is working on this and 2 designs will be provided by Flying Minute for vote. Two different coloured shirts for Council/Staff (light blue) and student (light grey) with same design. Theme is Reef to Rainforest

Meeting closed at 4:07pm

P. J. KIRK

**Minutes confirmed by Phillip Kirk
Vice President, Chair**

**Minutes Prepared by Catherine Fraser
Secretary to JCUSA Council**

