

**UNIVERSITY OF WOLLONGONG**  
**UNDERGRADUATE STUDENTS' ASSOCIATION 2005**

**1<sup>st</sup> WUSA Council Meeting Minutes**

5pm, Monday 31<sup>st</sup> January, 2005

40.131, Commerce Building, UoW

Minutes of the 1<sup>st</sup> Council Meeting of the Wollongong Undergraduate Student Association (WUSA)  
held on Monday 31<sup>st</sup> January, 2005 at 5pm in 40.131, University of Wollongong

Present:

Ben Couglin (President)

Catherine Blakey (Hon. Secretary)

James Hollman (Hon. Treasurer)

Trent Tyler (Events Co-ordinator)

Sally Atkinson (Education Campaign Coordinator) - arrived 5.25pm

Kristen Kalkman (Media Coordinator)

Anthony Kneipp (Welfare Coordinator)

Justine Linsley (Womyn's Representative)

Andrew Tibbits (Indigenous Representative) – departed 7.35pm

Sanjan Reddy (General Representative)

Averil Manners (General Representative)

Karlee Jones (General Representative)

Michael Andrews (General Representative)

Sumedha Lyer (General Representative)

Michael Meurer (General Representative)

Observers:

Natalie Peters (WUPA)

Ben Jones (2004 President)

Meeting Opened 5.05pm by chairperson Ben Couglin (President).

Welcome by Andrew Tibbits (Indigenous Representative).

**1. Apologies**

**05/CM01/01**

**Sumedha Lyer / Michael Andrews**

It was moved that WUSA accept the apologies of Kate Biffin, John Mann, Adam Rounsley, Carlie Hughes and Tim Canosa.

CARRIED

**2. Minutes of the Previous Meeting**

Minutes of the 2004 WUSA Council Meetings for the 11<sup>th</sup>, 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup> are as yet unratified and are to be located.

**3. Business Arising**

Nil.

**4. Correspondence**

**05/CM01/02 Catherine Blakey/ Anthony Kneipp**

It was moved that the correspondence from Wollongong City Council and Volunteering Illawarra regarding Community Training and Development Program be accepted.

CARRIED

**05/CM01/03**

**Catherine Blakey/ Justine Linsley**

It was moved that the Bookbank Report prepared by Maximus Boneham (Bookbank Manager) be accepted. (ATTACHMENT A)

CARRIED

**5. Standard Operations Business**

Nil.

**6. President's Report**

**05/CM01/04**

**Justine Linsley/Andrew Tibbets**

It was moved that the Presidents Report be accepted (ATTACHMENT B).

CARRIED

**7. Representatives' Reports**

Nil.

**8. General Business**

**05/CM01/05**

**Catherine Blakey/James Hollman**

It was moved that WUSA release \$2605.00 to John O'Donnell & Associates for services rendered in the 2003 SRC Elections' Appeals Committee (Invoice number: JOD:AGH:991279, dated 22/7/04). Budget Line: Asset acquisition and strategic spending

Carried  
For: 13  
Against: 0  
Abstentions: 1

**05/CM01/06 Averil Manners/Sumedha Lyer**

It was moved that WUSA reject WUPA's invoice of \$1600 costings for the 2005 wall planner due to the amount being derived as an arbitrary figure which treats WUSA as an advertiser.

CARRIED  
For: 14  
Against: 1 (Catherine Blakey)  
Abstentions: 0

**05/CM01/07**

**James Hollman/Justine Linsley**

It was moved that WUSA Council appoint the WUSA President to negotiate a settlement of WUSA's wall planner commitments with WUPA council. This amount shall be based on the total cost of production minus the calendar revenue for the proportion of calendars received (500 out of 15000).

CARRIED  
For: 14  
Against: 1 (Catherine Blakey)  
Abstentions: 0

**05/CM01/08****James Hollman/Andrew Tibbets**

It was moved that WUSA Council appoint the WUSA President and Media Officer as WUSA's representatives on the personnel committee for 2005 as stipulated in the current EBA.

CARRIED

**05/CM01/09****Anthony Kneipp/Michael Meurer**

It was moved that WUSA council approve the payment of \$6105 to Aceit clothing for the production of 3000 screen printed calico bags for O week.

CARRIED

**05/CM01/10****Andrew Tibbets/Kristen****Kalkman**

It was moved that WUSA council approve the payment of \$422 printing and design services to toetoo designs of new WUSA business cards. These design services also allow for the cost of WUSA bag and t shirt design. Additionally WUSA approves the payment of to Aceit for the printing of 40 t-shirts at \$13.67 each + GST to a total of \$605. Budget line: Orientation Week

CARRIED

**05/CM01/11****Michael Adams/Karlee Jones**

It was moved that the date of the WUSA AGM is set for the Wednesday 13th of April 2005.

CARRIED

**05/CM01/12****Justine Linsley/Michael Adams**

It was moved that WUSA appoint the representatives to the following working groups:

- Activities Subcommittee: Trent Tyler, Kristen Kalkman, Andrew Tibbets, Averil Manners, and Justine Linsley.
- Clubs & Societies: Michael Andrews and one outstanding (must not be members of a club or society)
- OH & S Committee: Anthony Kneipp

The following positions remain vacant and shall be appointed by the President:

- Library Consultative Committee: One (1) outstanding vacancy
- Clubs & Societies: One (1) outstanding vacancy (must not be members of a club or society)
- Anti Student Organising Legislation (ASOL) / Anti Voluntary Student Unionism (Anti-VSU: Unlimited).

CARRIED

**05/CM01/13****Anthony Kneipp/Averil Manners**

It was moved that WUSA Council approve funding for up to \$1000 dollars for Building and Grounds to create one new portable WUSA sign advertising WUSA services.

CARRIED

For 11

Against 0  
Abstentions 3

Sumedha Lyer left at 6.28

**05/CM01/14**

**Justine Linsley/Averil Manners**

It was moved that the WUSA president or WUSA treasurer be allowed to authorise cheque payments for students in regard to second hand book sales without council approval.

CARRIED

Sumedha Lyer returned 6.30pm

**05/CM01/15**

**Sanjan Reddy/ James Hollman**

It was moved that WUSA council endorse the submission sent to University council against the proposal of a 25 percent increase in HECS fees.

CARRIED

**05/CM01/16**

**Justine Linsley/Andrew Tibbets**

It was moved that WUSA approve payments to the attached list of creditors up to the amounts indicated, when invoices are received.

<b>SUPPLIER</b>	<b>REASON</b>	<b>UP TO \$</b>
MPD	Tert Printing	\$6,000.00
Telstra	Media & President Mobiles	\$250.00
RPS Office Systems	Toner for Photocopiers	\$200.00
Corporate Express	Consumables stationery and paper	\$500.00
University of Wollongong	Phone and internet charges	\$500.00
University of Wollongong	Cleaning charges per month	\$450.00
University of Wollongong	Envelopes	\$100.00
BBQ Suppliers - Illawarra Smallgoods, Black Diamond Bakery, Asian food suppliers	Supplies for weekly BBQ's	\$180.00

The following shall be tabled for the consideration of a similar payment arrangement, pending advice from the Honorary Treasurer:

Mercantile Mutual	Workers Compensation Insurance Premium	\$2,500.00
Hannan Abico Insurance	Contents Insurance Premium	\$2,500.00
Australia Post	Monthly postage costs	\$200.00
Adept Security	Monitoring charges for security system	\$100.10
Daley & Co	Trustee management fee	\$1,000.00

CARRIED

**05/CM01/17**

**Justine Linsley/Sumedha**

**Lyer**

It was moved that the positions of International Students Representative and Disabilities Student Representative be declared vacant and advertised accordingly with Mathew Williams appointed as the returning officer.

CARRIED

**05/CM01/18**

**James Hollman/Justine Linsley**

It was moved that WUSA representatives be empowered to prepare budgets for pre-approved spending.

All executives who were elected for a specific student representative role have access to their monies, amount as per their budget line with pre-approval for spending, conditioned to:

1. The executive prepare a budget for the allocating/spending of their monies up to the budget line amount over two sessions and
2. Council approved budget with a simple majority and
3. The executive understand that all WUSA monies spent must be in accordance with the WUSA constitution and regulations and the president of WUSA has the power to cancel or freeze funds as per 4.3.1.1 (b), (d) of the constitution
4. To allow the treasurer to audit spending as per budget during each session and report back to council as per 4.3.1.3 (a),(b) of the constitution

Commentary

As treasurer for the 2nd half of 2004, I felt 70 to 80 percent of council time was used to debate the merits of nominal amounts of money that was or should have been approved earlier on in the year, and were now being debated dually exhausting council time and people's patience.

This should promote all executives that do not wish to waste council's time or run the risk of non-approval for their spending requests to get their yearly plans in, and have money available when needed.

The executive's portfolio and spending should be aligned to 2.1. (a)-(f) of the constitution and to see the president or secretary for conformation on ideas being aligned to WUSA before presenting budget to council for voting on.

CARRIED

**05/CM01/19**

**Catherine Blakey/Karlee**

**Jones**

It was moved that the WUSA purchase a copy \$15 of the 2004 Students of Sustainability (SoS) Conference video for use in the promotion of SoS 2005 during Orientation Week by the Environment Collective. Budget line: O-week

CARRIED

**05/CM01/20  
Hollman**

**Justine Linsley/James**

It was moved that WUSA release up to \$3,868.00 for invoices from O-week budget line. Expenses include (but are not limited to) contents of show bags, condoms, BBQ's, flyers and advertising.

CARRIED

**05/CM01/21  
Kalkman**

**Catherine Blakey/Kristen**

That was moved that WUSA grant a deduction of 50% for invoice 00001406 of \$423.50 dated 1/12/03 for an advertisement in the Tertangala Rogue edition 2003. To recoup the outstanding money this deduction shall be granted as the edition's publication was delayed to study vacation, reducing the perceived advertising benefit.

TABLED

**05/CM01/22 Catherine Blakey/Karlee Jones**

It was moved that WUSA advocates the expedition of the "Easy Access" up-grade of North Wollongong Train Station. WUSA will write to the local member asking for their support in providing better services at North Wollongong Stations, including disabled and bicycle access. In view of the high usage of this station by University, TAFE, and high students and staff the 2009 commencement date for the up-grade is unacceptable. Considering the stations proximity to Para Meadows School it is extremely negligent that it does not have wheelchair access. This station up-grade should also enable bicycle access, providing a link in the University-Campus East/Wollongong Bicycle Route. Such measures will assist the uptake of sustainable transport, thus alleviating the Universities current transport and parking problems.

CARRIED

Andrew Tibbets left at 7.35pm.

## **9. Further Business**

**05/CM01/23  
Linsley**

**Anthony Kneipp/Justine**

It was moved that WUSA implement a trial childcare rebate system for undergraduate students that are members of WUSA and have a Healthcare Card for children enrolled in childcare facilities at a total cost of up to \$10,000 pa. This trial is to be reviewed in 3 months time. Budget line: Childcare Subsidy.

CARRIED

For 12

Against 0

Abstentions 2

Meeting closed at 7.51pm.

**Signed as a true and accurate record**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(Chairperson) (Date)

**Explanatory Notes:**

- **Motion Coding**

The coding for motions consists of four important pieces of information:

1. Year (i.e. 05)
2. Type of Meeting (i.e. CM = Council Meeting)
3. Meeting Number (i.e. CM01 = Council Meeting No. 1)
4. Motion number (i.e. 01, 02, ....25....99, etc) .

- The order of motions is determined by the order in which the Hon. Secretary receives them. Motions that were not dealt with at a previous meeting will be put first on the agenda at the next meeting unless otherwise determined by the meeting.

- Example: 05/CM01/01

In the Year 2005, Council Meeting number 1, Motion number 1.