

University Of The Sunshine Coast Student Guild 2019 Annual General Meeting

The USC Student Guild Annual General Meeting commenced at 11:13am on Wednesday, the 3rd of April 2019 in the UniClub, University of the Sunshine Coast, Sippy Downs.

Present: Samuel Chee (Chairperson & President), Emily Wall (Guild Operations Manager), Tyson Kettlewell (USC Student), Nathan Wellington (USC Student), Wolfgang Mavern (USC Student), Amanda Abiad (USC Student), Stephanie Haines (USC Student), Hannah Turner (USC Student), Gill Sullivan (USC Student), Calvin Watkins (USC Student), Kerri Bower (USC Student), Victoria Wimssett (Admin Assistant & Minute Secretary), Daniel Bolton (Guild Activities Officer), Christine Valentine (Guild Liaison Officer), Donna Cahill (Welfare & Advocacy Officer)

Unable to attend: Emma Tomlinson (USC Student) (apology received), Rebecca Ledgard (apology received), Melinda Wells (apology received)

1 Procedural matters

Meeting opened at 11:13am

1.1 Attendance and participation

The Chairperson, Samuel Chee, acknowledged the traditional owners of all lands on which USC is located, especially the Gubbi Gubbi / Kabi Kabi people, as the traditional custodians of the land on which the meeting was held and paid their respects to the Elders past, present and emerging. The Chairperson welcomed members to the meeting. It was noted that Emma Tomlinson, Rebecca Ledgard and Melina Wells sent their apologies by email.

1.2 Minutes of the previous meetings

Members noted the minutes of the previous Annual General Meeting, held on the 2nd of March 2018, as set out in Document 1.2.

Motion #1

The Student Guild Board resolved that the minutes of the AGM, held on the 2nd of March 2018, set out in Document 1.2, be confirmed.

Moved: Tyson Kettlewell

Seconded: Samuel Chee

Approval across the attendees.

MOTION CARRIED

1.3 Conflict of interest

The Guild Liaison Officer noted that she is a University employee.

2 Reports

2.1 Operational Report

The Operations Manager, Emily Wall, introduced herself and stated that she has worked for the Student Guild since September 2017. She discussed the requirements needed for the Student Guild to receive funding from the University. It was explained that the Student Guild is required to be audited by an external auditor to comply with legislation. The Operations Manager received the audit back from the auditors yesterday, the 2nd of April 2019. It was noted that the auditors were satisfied with the Student Guild audit and that no recommendations were made this year. Copies of the 2019 audited financial reports were circulated among attendees.

2.2 Presidents Report

The President, Samuel Chee, introduced himself and stated that he has been involved with the Student Guild for approximately 3 years in various roles. He noted that the Student Guild has effectively expanded its services this last year to cater to other USC campuses and believes the Guild will continue to improve in 2019. The President thanked the operational staff, volunteers and the board members of the Guild for all their contributions and hard work throughout 2018.

Motion #2

To resolve that the reports displayed at the Student Guild Annual General Meeting on 3rd April 2019, be confirmed as accurate and true.

Moved: Tyson Kettlewell

Seconded: Stephanie Haines

Approval across the attendees

MOTION CARRIED

3 Discussion Items

3.1 Current Committee Members

The President again thanked the board members for all the work they have put into the Student Guild in 2018. He added that the Guild has been a big part of his university life and believed that being a board member is an important role.

3.2 Committee of Management Nominations

The constitution states;

15.2 'If insufficient nominations are received to fill all vacancies on the Committee of Management, the candidates nominated are taken to be elected and further nominations are to be received at the annual general meeting.'

15.1.2 'must be delivered to the Secretary at least seven (7) days before the date fixed for the holding of the general meeting at which the election is to take place.'

It was noted that there was only one nomination submitted seven days prior to the AGM for the role of Guild President, Samuel Chee. The Operations Manager congratulated Samuel Chee remaining Student Guild President for 2019.

There were two nominations for general board member submitted seven days before the AGM date and therefore the Operations Manager congratulated Emma Tomlinson and Calvin Mitchel on their roles within the Student Guild team.

The Operations Manager asked attendees if anyone would like to nominate for the following roles; Vice President (Clubs and Societies), Vice President (Events and Marketing), Treasurer and Secretary.

Min Abiad decided to nominate for Vice President of Events and Marketing and gave a short speech on why she would like this role.

Motion #3

To elect Min Abiad as the Vice President (Events & Marketing) of the Student Guild Board.

Moved: Samuel Chee

Seconded: Tyson Kettlewell

Approval across the board.

MOTION CARRIED

Stephanie Haines decided to nominate for Vice President of Clubs and Societies and gave a short speech on why she would like this role.

Motion #4

To elect Stephanie Haines as the Vice President (Clubs and Societies) of the Student Guild Board.

Moved: Samuel Chee

Seconded: Tyson Kettlewell

Approval across the board.

MOTION CARRIED

There were no nominations for the positions of Treasurer and Secretary.

It was noted that all remaining nominations were for general board member. The present nominees introduced themselves and briefly explained why they are interested in becoming part of the Student Guild. The President read out the Melissa Wells and Rebecca Ledgards nominations forms as they were not in attendance.

The 5 nominees

Nathan Wellington

Hannah Turner

Wolfgang Mavern

Melinda Wells

Rebecca Ledgard

Attendees listed their preferences and their ballots were collected and counted by a Guild staff member, Daniel Bolton and a University representative, Christine Valentine. The Operations Manager stated that the two new general board members are Hannah Turner and Nathan Wellington and they were congratulated on their new roles.

The Operations Manager again asked attendees if anyone would like to nominate for the position of Treasurer or Secretary. Wolfgang Mavern decided to nominate for as the Treasurer and gave a short speech on why he would like this role.

Motion #5

To elect Wolfgang Mavern as the Treasurer of the Student Guild Board.

Moved: Samuel Chee

Seconded: Tyson Kettlewell

Approval across the board.

MOTION CARRIED


As there were no nominations for the Secretary role, the Operations Manager stated that it is a casual vacancy.

3.3 Announcement of elected Committee Members

To announce the newly elected Committee of Management members for 2019.

See item 3.2

Meeting adjourned at 12pm

Confirmed 
.....
(Chairperson)

Date *9.01.2020*
.....