

# University Of The Sunshine Coast Student Guild 2020 Annual General Meeting

The Annual General Meeting of the 2020 Student Guild commenced at 12pm on Thursday, the 12<sup>th</sup> of March 2020 in the UniClub building, Sippy Downs campus, USC Sunshine Coast.

Present: Emily Wall (Chairperson & Operations Manager); Nicole Harvison (Student Guild Welfare & Advocacy Officer); Christine Valentine (Student Guild Liaison Officer & USC Student 9001585); Nathan Wellington (USC Student 1106453); Katie St Clair (USC Student 1017938); Reshika Rai (USC Student 1138180); Alexia Gangemi (USC Student 1113350); Teah Enslin (USC Student 1113128); Lois Tripp (USC Student 1084779); Nicholas Duthie (USC Student 1093667); Ramandeep Kaur (USC Student 1128771); Tirtharaj Subedi (USC Student 1099648).

Unable to attend: Samuel Chee (President & USC Student); Stephanie Haines (VP Clubs & USC Student); Melinda Wells (Secretary & USC Student); Nathan Campbell Wilson (USC Student); Emma Tomlinson (Office Bearer & USC Student); Jade Chen (USC Student); Jessica Cherry (USC Student).

## **1 Procedural matters**

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*Meeting opened at 12:05pm*

### **1.1 Attendance and participation**

The Chairperson, Emily Wall, 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 Samuel Chee, Stephanie Haines, Melinda Wells, Nathan Campbell Wilson, Emma Tomlinson, Jade Chen and Jessica Cherry sent their apologies.

### **1.2 Minutes of the previous meetings**

Members noted the minutes of the previous Annual General Meeting of the Student Guild held on 3<sup>rd</sup> of April 2019, as set out in Document 1.2.

#### **Motion #1**

The members in attendance resolved that the minutes of the AGM, held on 3<sup>rd</sup> April 2019, as set out in document 1.2, be confirmed.

Moved: Nathan Wellington

Seconded: Christine Valentine

Approval across all attendees

**MOTION CARRIED**

### 1.3 Conflict of interest

The Guild Liaison Officer noted that she is a University employee and a USC Student, and would therefore be abstaining from voting.

## 2 Reports

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### 2.1 Operational Report

The Operations Manager, Emily Wall, introduced herself and explained that the Student Guild is required to be audited by an external auditor to comply with legislation and the University's funding requirements. The Operations Manager received the audit back from the auditors yesterday, the 11th of March 2020, set out in document 2.1. It was noted that the auditors were very thorough and asked many questions to confirm the financial activities of the Guild. The auditors were satisfied with the Student Guild audit and two main recommendations were discussed. The first recommendation was that the Student Guild's constitution states that the Guild should maintain a register of its members. The Operations Manager explained that this was a difficult situation as the University required that all students be automatic members of the Student Guild, but that information about USC Students could not be provided to the Student Guild for privacy reasons. The second major recommendation was that old accounts containing little to no money be formally closed. The Operations Manager explained that the staff of the Guild had attempted to close these accounts multiple times, but as the signatories on these accounts were CoM members from around 2013, and the bank required those signatories be presents to close the accounts, the current staff was unable to close the accounts. The Operations Manager stated that they would continue to try and formally close those accounts. Copies of the 2020 audited financial reports were available to attendees and the Operations Manager stated that they would also be uploaded to the Student Guild's website in the coming weeks.

### 2.2 Presidents Report

The President, Samuel Chee, was unable to attend and therefore the Chairperson read his report to the attendees. This report is attached as document 2.2.

#### **Motion #2**

To resolve that the reports displayed at the Student Guild Annual General Meeting on the 12<sup>th</sup> of March 2020 be confirmed as accurate and true.

Moved: Nathan Wellington

Seconded: Christine Valentine

Approval across all attendees.

**MOTION CARRIED**

## 3 Discussion Items

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### 3.1 Current Committee Members

On behalf of the President, the Operations Manager thanked the outgoing Committee of Management members for all the work they have put into the Student Guild in 2019.

### 3.2 Committee of Management Nominations

As per section 15.2 and 15.1.2 of the USC Student Guild constitution;

*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) and therefore, Samuel Chee was taken to be elected. The Operations Manager congratulated Samuel Chee on his re-election to the role of Student Guild President for 2020.

There was only one nomination submitted less than seven days prior to the AGM for the role of Guild Vice President (Clubs and Societies), Stephanie Haines. The Chairperson called for any further nominations. There were no further nominations and therefore, Stephanie Haines was taken to be elected as Vice President (Clubs and Societies). The Operations Manager congratulated Stephanie Haines on her re-election to the role of Student Guild Vice-President (Clubs and Societies) for 2020.

There was only one nomination submitted less than seven days prior to the AGM for the role of Guild Vice President (Events), Melinda Wells. The Chairperson called for any further nominations. There were no further nominations and therefore, Melinda Wells was taken to be elected as Vice President (Events). The Operations Manager congratulated Melinda Wells on her election to the role of Student Guild Vice President (Events) for 2020.

There were no nominations received for the role of Secretary. The Chairperson called for any nominations and explained the role of the Secretary. There were no nominations and therefore the role of secretary is now considered a casual vacancy, as per section 15.3 of the USC Student Guild constitution.

*15.3 'If insufficient further nominations are received, any vacant positions remaining on the Committee of Management are taken to be casual vacancies'.*

There were no nominations received for the role of Treasurer. The Chairperson called for any nominations and explained the role of the Treasurer. Katie St Clair nominated herself. The Chairperson again called for any further nominations. There were no further nominations and therefore Katie St Clair was taken to be elected as Treasurer. The Operations Manager congratulated Katie St Clair on her election to the role of Treasurer for 2020.

There were five nominations for general board member / office bearer submitted. As one of those nominees, Melinda Wells, had already been elected, the Chairperson instructed members to strike her name from the ballot. The Chairperson called for any further nominations. Nicholas Duthie nominated himself for a general board member position and gave a brief introduction. The other nominee present, Nathan Wellington, also gave a brief speech. The Chairperson then read out a brief statement from each of the other nominees. The Chairperson explained that there

were 4 general board member / office bearer positions and members should mark next to their preferred 4 nominees. The ballots were collected by Guild staff member Nicole Harvison and USC Staff member Christine Valentine and counted. The following nominees were elected to the position of Office Bearer: Nicholas Duthie, Jade Chen, Jessica Cherry, Nathan Wellington. The Operations Manager congratulated those elected as Office Bearers for 2020.

***Meeting adjourned at 12:20pm***

Confirmed:



Date: 12/03/2020