



AGENDA – ANUSA ORDINARY GENERAL MEETING (OGM) 1 2022

Wednesday, 9 March 2022
6:15pm, Zoom (with in-person option in the Graneeek Room)

Join Zoom Meeting

<https://anu.zoom.us/j/83794367710?pwd=OWlEenlUN3N0K09FOkxxM2N5TWNCUT09>

Meeting ID: 837 9436 7710

Password: 370784

Item 1: Meeting Opens and Apologies

1.1 Acknowledgement of Country

1.2 Apologies

1.3 Declaration of Conflicts of Interest

1.4 Chair outlines standing orders for the meeting (please also see the following:

<https://anusa.com.au/pageassets/about/meetings/ANUSA-Standing-Orders-Guide.pdf>)

Item 2: Passing the previous meetings minutes

2.1 Passing [OGM 3, 2021 minutes](#)

2.2 Passing [SGM 1, 2021 minutes](#)

- Mover: Grace
- Seconder: Azraa

Passes

Item 3: Reports

3.1 Treasurer's report (J. Ryan) [\[Reference A\]](#)

- mostly taken as read
- Good and wise O-week spending
- BKSS renovation and free breakfast
- Not gonna have rollover budget in the end of this year
- Wage Theft survey if you have done any works

To pass the report
Mover: Chido
Seconder: Avan
Passes

Item 4: Motions on notice**Motion 4.1: ANUSA Budget**

ANUSA approves the 2022 Budget [\[Reference B\]](#).

Mover: Jaya Ryan

- Almost similar with the provisional budget
- change: no rollover
- no cuts in gen rep/college rep pool

Seconder: Christian

- good budget that Jaya worked on

Passes

Ben passed the chair to Christian

Motion 4.2: Relocation of Governing Rules for Clubs

The following changes are proposed in order to allow clubs to be governed through a system established by the Clubs Regulations rather than through instruments established in the Constitution. Where currently the management system for clubs (Clubs Council) is described in the Constitution and then elaborated upon in the Clubs Regulations, following these changes, the management system can be exclusively set out in the Clubs Regulations. This is consistent with clubs management as an administrative affair of the Association. Regulations are the best instruments to establish the administrative and management systems the Association uses to manage its affairs.

This also has the advantage of improving our ability to amend clubs governing rules with greater ease to meet the changing needs of clubs and to progressively develop the way clubs are managed. Constitutional changes, like this one, require 21 days notice and must be ratified by ANU Council. This can lead to reforms taking more than a year to become effective. In contrast, regulation changes are far more flexible and can occur at any General Meeting with immediate effect.

This reform does not change how clubs are managed currently but rather makes it easier to begin the process of consulting with clubs to reform the clubs management system to best meet their needs. Rather than taking place through constitutional amendments, the design of the new system will be instituted through regulation changes.

The transitional provisions at the end exist so that the General Secretary can cause the provisions to come into effect only once the Clubs Regulations are amended to establish the reformed system for clubs management. This allows us to not have to rush consulting with clubs in order to meet the agenda deadline to have ANU Council consider our amendments in July.

The Clubs Officer will be undertaking comprehensive consultation with clubs and other stakeholders in the process of reforming the system for clubs management.

Motion:

Replace section 10(2) with

(2) No member of the Executive shall hold another Schedule 1 elected office within the Association during the tenure of their position as a member of the Executive.

Replace section 10(12) with

(12) The Clubs Officer must, subject to the Constitution, the Regulations and Policy of the Association:

- (a) supervise the Orientation Week and Bush Week activities of the Association;
- (b) facilitate other social activities on campus;
- (c) liaise with the relevant organisations regarding social issues;
- (d) provide leadership, governance and policy direction to the student clubs;
- (e) Support the leadership and administration of clubs according to the Clubs Regulations;
- (f) report to SRC on club affairs;
- (g) consult with clubs and create opportunities for clubs to advocate for their interests;
- (h) advocate for the interests of Clubs at all levels;
- (i) liaise with the ANUSA staff members with respect to the administration of funding and affiliation of clubs; and
- (j) fulfil other duties according to the Clubs Regulations.

Delete section 14(3) (g) (ix)

Delete s 17 in its entirety and replace with:

17 Clubs Regulations

- (1) The Clubs Regulations shall provide for the proper operation of Clubs, their governance and affiliation with the Association and such other matters as are necessary or convenient in relation to Clubs.

After Section 30 insert:

**31. TRANSITIONAL PROVISIONS FOR AMENDMENTS TO THE ANUSA CONSTITUTION
ADOPTED AT ORDINARY GENERAL MEETING 1 OF 2022**

(1) The amendments adopted to the ANUSA Constitution at Ordinary General Meeting 1 of 2022 do not come into effect immediately on ratification by the ANU, but following that ratification, come into effect on a date declared in writing by the ANUSA General Secretary, which date is to be notified to the SRC.

(2) This section of the Constitution (section 31) ceases to have effect following the entry into force of the amendments as provided for in subsection (1), and section 31 shall be deleted from the Constitution on such cessation.

Mover: Ben Yates

Seconded: Phoenix O'Neill

- Clubs lives will be more easier by changing this
- Flexible system

Passes

Christian passes chair back to Ben with no dissent

Item 5: Other Business

Item 6: Meeting Close

Closed: 6:39

Expected Close of Meeting: 7:30pm

Released: 5 March 2022 by Ben Yates

The next general meeting of ANUSA is the Annual General Meeting (AGM) on 11 May at 6.15pm, location TBC.

Treasurer Report OGM 1

Jaya Ryan

Executive Summary

1. Expenditure Report
2. O-Week Spending Summary
3. SSAF
4. Bank Reconciliation
5. Wage Theft Survey
6. ANUSA Audit
7. The ANUSA Business
8. The Budget
9. Timesheet

1. Expenditure Report

As all of our accounts on Xero have been entirely reconciled (or are close to) I can now present an expenditure report that is an accurate representation of ANUSA's financial position. Spending is largely tracking within the provisional budget I passed last year, in particular I would like to note BKSS Consumables. While at first I was concerned we were spending more due to increased student demand after reconciliation our spending in this area is largely on track with what we spent in Quarter 1 last year. I will also note that we are still waiting on some invoices to be paid by sponsors, which is why the numbers in the O-Week Summary in Item 2 are slightly off from the expenditure report.

Profit & Loss

The Australian National University Students' Association Incorporated
1 December 2021 to 3 March 2022

3 Mar 22

Income

SSAF Allocation	\$704,000.00
Total Income	\$704,000.00

Gross Profit

\$704,000.00

Less Operating Expenses

Accounting/Bookkeeping - Xero	\$327.48
Auditing	\$27.27
BKSS Food/Consumables	\$7,176.99
Bus expenses	\$2,217.76
Departments & Collectives	\$39,948.47

Education Committee	\$1,275.93
Fees & Subscriptions	\$32,217.25
IT Support & Equipment	\$107.27
Leadership and Professional Development	\$3,155.04
Meeting Expenses	\$16.36
Printer	\$99.83
Stationery/General Supplies/Postage	\$72.44
Student Engagement	\$130.91
Training	\$221.82

ANUSA Committee Projects

Committee projects - General	\$94.95
Total ANUSA Committee Projects	\$94.95

Bank Fees

Bank Fees with GST	\$127.46
Bank Fees without GST	\$155.31
Total Bank Fees	\$282.77

BKSS Non-Food

BKSS Non-food	\$6,933.33
Total BKSS Non-Food	\$6,933.33

Clubs Council and Clubs Grants

Club Funding	-\$545.45
Total Clubs Council and Clubs Grants	-\$545.45

Consultancy

Legal Expenses	\$2,843.29
Total Consultancy	\$2,843.29

Equipment

Equipment Expense	\$3,235.13
Total Equipment	\$3,235.13

Marketing & Communications

Marketing & Communications - Diary	\$90.00
Marketing & Communications - Printing	\$81.77
Total Marketing & Communications	\$171.77

Other Employee Expenses

Other Employee Expense	\$2,974.03
Staff Amenities	\$112.07
Total Other Employee Expenses	\$3,086.10

O-Week

O-Week Events	\$35,274.37
O-Week Food purchases	\$479.63
O-Week General expenses	\$819.43
O-Week Merchandise	\$8,640.00
Total O-Week	\$45,213.43

Salary and Wages

Department - Stipends	\$1,700.00
-----------------------	------------

Department - Superannuation	\$1,313.00
Salaries and Wages	\$299,710.40
Salaries and Wages - ANUSA Exec	\$68,662.58
Salaries and Wages - BKSS	\$17,045.48
Salaries and Wages - Event Coordinators	\$16,729.20
Superannuation Expense	\$37,261.24
Superannuation Expense - ANUSA Exec	\$1,338.29
Superannuation Expense - BKSS	\$576.75
Superannuation Expense - Event Coordinators	\$647.35
Total Salary and Wages	\$444,984.29
<hr/>	
Student Assistance Team Grants	
Student Assistance Team Grants	\$33,180.00
Total Student Assistance Team Grants	\$33,180.00
<hr/>	
Student Assistance Team Purchases	
SAT Purchases - Student Meals & Others	\$182.00
Total Student Assistance Team Purchases	\$182.00
<hr/>	
Total Operating Expenses	\$626,656.43
<hr/>	
Operating Profit	\$77,343.57
<hr/>	
Non-operating Income	
Interest Income	\$3,132.39
Miscellaneous (Sundry) Income	\$9,225.00
O-Week Income	\$17,347.73
Ticket/Event Sales - O Week	\$5,347.00
Total Non-operating Income	\$35,052.12
<hr/>	
Net Profit	\$112,395.69
<hr/>	

2. O-Week Spending Summary

Currently \$45,000 is budgeted for O-Week, with \$30,000 of that to come from SSAF and the rest to be covered by other sources of revenue. As you can see in the table below, after taking into account sponsorship and ticket sales we are healthily under budget for O-Week, allowing us to reallocate that spending to other budget areas. Note that in the budget I am presenting at this meeting, the O-Week line item has been changed to O-Week net spending below:

O-Week Expenses	\$45,213.43
O-Week Sponsorship	\$14,575.00
O-Week Ticket Sales	\$5,347.00
O-Week Net:	\$25,291.43
Budget Variance:	\$(4,709.57)

3. SSAF

We are currently still in negotiations with the university for a final funding allocation for 2022. At this point, we have received confirmation of our initial SSAF allocation and are awaiting transfer of an initial tranche of funds. Once that is transferred, we're confident that we can cover our operating expenses for the foreseeable future. Noting that there is a not insignificant discrepancy between our expected SSAF income and rollover from 2021 as compared to our budgeted expenditure, it is worth emphasising that we remain in negotiations with the ANU for a top-up and are confident we will be able to make some degree of progress. I am monitoring this situation closely and will be able to adjust our budget further at later General Meetings as the year goes by. Noting that, it's worth noting that we will be able to make changes as the year goes by to ensure that we manage our budget well while also ensuring that we continue to push the ANU for further funding for our important projects. As Christian is leading SSAF negotiations, both him and I can speak to further questions on this

4. Bank Reconciliation

Last meeting I reported that we were very behind on reconciliation, but after working late a few nights we are now close to fully reconciled, as of this report's publishing all major expenses have been reconciled, and those that remain to be reconciled have matching receipts and approval trails. A big thank you to our Operations Manager, Eleanor, who has assisted in this process. Now that the backlog has been worked through this should be much easier to stay on top of.

5. Wage Theft Survey

As of the publishing of this report I hope that the Wage Theft Survey I have been working on with the Young Workers' Centre has been released! It had to be delayed briefly to enable more consultation with stakeholders, but now that all of that is done I encourage anyone who works on campus currently or who has worked on campus at any point in the last 12 months to complete the survey. The data will be very important as we have nothing current since the pandemic to gauge how bad wage theft is on campus. This was a huge issue pre-pandemic, and I have an unfortunate feeling that this has yet to change. There will also be 4x\$50 grocery vouchers which we'll randomly distribute once the survey closes in early July, so please do complete it!

6. ANUSA Audit

We're at the same point we were when I reported at SRC 1, just waiting for a few more bank statements. We are still operating very far ahead of schedule when it comes to sending all of our information to the auditors, so nothing to be concerned about at this point.

7. The ANUSA Business

We're at the same stage as we were at SRC 1 (putting together a detailed business proposal so we can make a serious bid for the lease). I will continue to provide updates like this in my reports, and will make sure to report about any significant progress that we make, or spending that will occur.

8. The Budget

As you may have seen I have also created an updated budget for this year over the last two weeks. As ANU has told us we are not going to receive rollover again expect me to pass a new budget every OGM

(and potentially in a few SGMs), as we will need to continue to move our money around different line items so as to finish the year without any money leftover. If done correctly, I am confident that this will not affect ANUSA's services or other activities.

9. Timesheet

I have worked a total of 300 hours (exactly, on the dot) since my term began as of the publishing of this report. This does not take into account the hours I have done this week (the week of the OGM). I have yet to take any annual or sick leave.

Reference B

ANUSA 2022 Budget

Operating Expenses	
Accounting and Bookkeeping	\$1,500.00
ANUSA Committee Projects	\$500.00
Auditing	\$12,000.00
Bank Fees	\$2,000.00
BKSS Consumables	\$25,500.00
BKSS Non-Consumables	\$9,000.00
Bus Expenses	\$5,000.00
Bush Week	\$23,000.00
Cleaning	\$13,000.00
Clubs Funding & Council	\$155,000.00
Clubs Training & Events	\$20,000.00
College Representatives	\$3,000.00
Consultancy & Legal Expenses	\$35,000.00
Departments & Collectives	\$110,000.00
Education Committee	\$6,000.00
Elections	\$200.00
Equipment	\$5,500.00
Fees & Subscriptions	\$30,000.00
General Representative Projects	\$4,000.00
IT Support & Equipment	\$7,500.00
Leadership & Professional Development	\$25,000.00
Marketing & Communications	\$5,000.00
Meeting Expenses	\$1,000.00
NUS	\$10,000.00
O-Week	\$25,291.43
Friday Night Party	\$80,000.00
Other Employee Expenses	\$15,000.00
Printer	\$5,500.00
Replacement & Maintenance	\$3,000.00
Salaries and Wages/Workers' Compensation Insurance	\$1,410,010.27
Skill Up	\$10,000.00
Stationary/General Supplies/Postage	\$4,000.00
Student Assistance Grants	\$80,500.00
Student Assistance Purchases	\$15,000.00
Student Engagement	\$25,000.00
Telephone	\$400.00
Utilities	\$13,000.00
ANUSA Business Expenses (Night Cafe)	\$268,720.00
Total Operating Expenses	\$2,464,121.00
Total Operating Expenses Without Night Cafe	\$2,195,401.00

