



YouX

## Board Meeting Agenda August 2023

For the meeting on 23<sup>rd</sup> of August 2023

In the Board Room at 5:30pm

### **1. Acknowledgment of Traditional Owners and Apologies** **LA**

*We would like to Acknowledge that the land we meet on today is the traditional lands of the Kaurna people and that we respect their spiritual relationship with their Country. We also acknowledge the Kaurna people as the traditional custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kaurna people today.*

### **2. Declaration of Conflict of Interest** **LA**

*That all directors and officers in attendance declare that they have read and considered all papers within this agenda that require decision making and have no known conflict of interest or potential conflict of interest with respect to those matters.*

### **3. Unstarred Agenda Items** **LA**

#### **Recommendation:**

That all unstarred items are approved.



**4. Minutes of Previous Meeting** **LA**

**Recommendation:**

That the Board accepts the minutes of the meeting on the 26<sup>th</sup> of July 2023 as a true and accurate record.

**5. YouX President's Report\*** **LA**

**6. SRC President's Report** **GT**

**7. Clubs Committee Chair Report\*** **JA**

**8. In Camera Policy\*** **FE**

**Recommendation:**

That the board resolves to approve the implementation of the In Camera Policy

**9. YouX Membership Structure\*** **LA**

**10. In-Camera Items\*** **LA**

**11. Close:**

**Next Meeting:** 20/09/2023

**Close of Submissions:** COB 13/09/2023

**Persons Responsible for Agenda Items:**

Luke Allen (LA)

Kathryn Howes (KH)

Georgia Thomas (GT)

John Arputharaj (JA)

Felix Eldridge (FE)

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**Previous Meeting Minutes:**



YouX  
Board Meeting Agenda  
July 2023

For the meeting on 26<sup>th</sup> of July 2023

In the Board Room at 5:30pm

<b>Present:</b>	<b>Apologies:</b>
Luke Allen (YouX President)	Gary Sutherland
Felix Eldridge (Vice President)	
Jacob Allen (Executive)	<b>Absentee:</b>
Merlin Wang (Executive)	
Ruby Stewart (Executive)	
John Arputharaj	<b>Minutes Secretary:</b>
Emily Deng (Zoom)	Kaitlin Ru-Yan Teh
Nix Herriot	
Liam Johns	
Grace Franco (Zoom)	
Kathryn Howes	
Michael Physick	
Louise (OnDit Editor)	
Georgia Thomas (SRC President)	
Billy Zimmerman	

*Meeting opened at 5.33pm.*



**1. Acknowledgment of Traditional Owners and Apologies** **LA**

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**2. Declaration of Conflict of Interest** **LA**

*That all directors and officers in attendance declare that they have read and considered all papers within this agenda that require decision making and have no known conflict of interest or potential conflict of interest with respect to those matters.*

**3. Unstarred Agenda Items** **LA**

Felix Eldridge starred the SRC President's Report, the Parliamentary Committee Examining Merger Business Case, and the Executive Officer Appointment.

**Recommendation:**

That all unstarred items are approved.

**Moved:** Felix Eldridge **CARRIED**

**Seconded:** Merlin Wang

**4. Minutes of Previous Meeting** **LA**

**Recommendation:**

That the Board accepts the minutes of the meeting on the 14<sup>th</sup> of June 2023 as a true and accurate record.

**Moved:** Merlin Wang **CARRIED**

**Seconded:** Jacob Allen

**5. YouX President's Report\*** **LA**

*The chair was passed to Felix Eldridge at 5.36pm.*

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Luke Allen had a meeting with Kathryn about her appointment in the past month as well as about some general YouX matters and the University merger.

The student engagement committee had met to workshop some ideas and are hoping to see some development in the near future.

Luke also had a meeting with Lachlan Coleman regarding the councils' decision on the University merger.

The SRC are working to put forward a proposal on a food pantry concept.

Luke had spoken at the International Students Orientation representing YouX.

The Student Media Committee had their second committee meeting held by Ruby Stewart last week.

Billy Zimmerman asked if, following everything, YouX is an agency under the act. Luke replied that YouX has not accepted agency status or the declaration of the Ombudsman. Furthermore, YouX has decided not to appeal to SACAT due to financial reasons. For now, YouX is continuing to comply with Edward Satchell's requests and providing him with any required documents.

Billy asked if any student would be able to put in a FOI request. Luke replied that an FOI request is not a necessary measure and any issues can be communicated to YouX firstly.

Billy asked Luke if, as president, he would accept an FOI request. Luke said that he would first need to know why the person had gone down the FOI request route and had not dealt with YouX directly.

Louise asked what the priorities of the newly merged student union would be. According to Luke, he would like to see a continuation of what YouX has been doing. The university unions would have to sit together and see what both unions have done so far and adopt the best of both. The primary concern is not losing any excellent elements of both institutions.

Billy asked if the YouX branding will be pushed to be continued. Luke said that this has not been discussed yet and it will be discussed by both parties later on.

The logo for YouX, featuring the word "YouX" in a bold, black, sans-serif font. The "X" is stylized with a thick, blocky design.

*The chair was passed back to Luke Allen at 5.45pm.*

## **6. SRC President's Report**

**GT**

## **7. Clubs Committee Chair Report\***

**JA**

John reported that the 5<sup>th</sup> Clubs Committee meeting was held smoothly this month with plenty of EOIs being applied for with the start of the new semester.

People are excited for the upcoming Clubsland with many grants, including major grants, being applied for.

The Clubs Committee is also looking at work surrounding SSAF funding.

John also plans to encourage more collaboration between University clubs,

The Clubs Committee is also drafting some rules concerning Club committees.

The Committee is ready for Clubsland and to engage with students.

Kate has resigned and hence, they are down by one Clubs Admin.

## **8. Confirmation of the Rules Concerning Committees**

**FE**

### **Recommendation:**

That the board confirms the resolution passed on the 10th of July which reads:

Regarding the power granted in clause 21 of the AUU constitution, this board resolves to:

### **Add to section 5.2**

The Clubs Committee shall have the following observers who are permitted to stay for meetings if they do not have an identifiable Conflict of Interest:

5.2.6 Presidents of currently affiliated clubs

5.2.7 YouX Board Directors

Conflicts of Interest for Attendees

5.2.8 Attendees must flag potential conflicts of interest to the chair prior to the commencement of the meeting.

#### **Add to section 5.6**

5.6.10 Make recommendations to the Board on Rules or Policy relating to the Administration of Clubs.

#### **Add new section 5.10**

5.10 Conduct of attendees

5.10.1 Attendees shall address remarks to the Chair in restrained and courteous language, speak relevantly to the matter under discussion, not use offensive or objectionable language, not behave in a disorderly manner, and shall respect the authority of the Chair at all times.

5.10.2 The Chair may name any person who acts contrary to this section or is otherwise disruptive, and this shall be recorded in the minutes.

5.10.3 Any person named two times during a meeting must not be recognised by the Chair and must immediately leave the meeting.

**And authorises the EO to alter the master copy accordingly.**

### **9. Student Media Chair Report\***

**RS**

Ruby hosted her first Student Media Meeting since Grace Franco had stepped down.

Ruby reported that the podcast and Instagram is going well with episodes going out regularly. Furthermore, OnDit is going well. Ruby had touched on their budget to see how they were going along with it.

One of the editor's student status had recently changed as they are still enrolled but not taking any courses. Luke, Kathryn and the Student Media team had agreed that it was fine for the student to continue as an editor.

One of the editors student status, still enrolled but just not taking any subjects. Luke Kathryn and team agreed that its fine for them to continue and be an editor.

### **10. Breakfast Club Subcommittee\***

**MW**

Merlin reported that the Breakfast Club subcommittee had a productive meeting.

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They have come up with a substitution plan for Mondays, Mojo Mondays, in which Kathryn was one of the strong drivers of this effort. Most parties are happy with this outcome and does not add extra pressure on Student Care.

Merline said that it is the best outcome we could have and should improve student welfare.

*The Board is willing to accept and proceed with this solution.*

## **11. Changes to the YouX Membership Program\***

**LA**

Kathryn announced that 3-year memberships will not move forward in 2026 and will be phased out soon, as only the 1-year membership will continue. Eventually, the 1-year membership will be phased out as well since membership will most likely become free after the University merger.

Kathryn said that they could offer 1-year membership during 2025's O'Week, however, not after that.

Kathryn said that, revenue-wise, about \$30,000 in value will be lost if we do not offer the 1-year membership. This value can be recouped in other avenues.

Luke asked if we could transfer into a free membership earlier. Kathryn said to just bear in mind that people have already purchased the 3-year membership previously, so it is important to ensure these members are not impacted. Luke suggested that in that case, we can give out refunds.

### **Recommendation:**

That the YouX Board notes the intention for YouX to remove the 3-year Membership option from 2024 onwards.

**Moved:** Merlin Wang  
**Seconded:** John Arputharaj

**CARRIED**

The logo for YouX, featuring the word "YouX" in a bold, black, sans-serif font. The 'X' is stylized with a thick, rounded shape.

## 12. SRC Food Pantry Proposal\*

LA

Luke said that the SRC is working on a Food Pantry proposal with the Student Engagement Committee and that if they need help from the YouX Board, he encourages the Board to help out. Luke also mentioned that Kathryn can help out a certain degree.

## 13. Executive Officer Appointment

LA

Kathryn is officially the EO through to December 2025.

## 14. In-Camera Items\*

LA

*Meeting moved in-camera at 6.07pm.*

## 15. Close:

*Meeting closed at 6.07pm.*

### Next Meeting:

23/08/2023

### Close of Submissions:

COB 15/08/2023

### Persons Responsible for Agenda Items:

Luke Allen (LA)

Kathryn Howes (KH)

Georgia Thomas (GT)

John Arputharaj (JA)

Felix Eldridge (FE)

Ruby Stewart (RS)

Merlin Wang (MW)

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**SRC President's Report:**

**Missing**

**YouX**

## **In Camera Policy:**

# **In Camera Policy**

### **Authority**

A Policy of YouX (historically the Adelaide University Union) enacted pursuant to Clause 21 of the AUU Constitution

### **1. Objectives**

- 1.1 To ensure that the Board operates in a transparent and accountable way to its members and to students
- 1.2 To ensure the privacy and security of genuinely confidential material

### **2. Definitions**

- 2.1 The definitions in Clause 3 of the AUU Constitution apply to this policy unless specified otherwise below.
- 2.2 “Confidential” means a type of agenda item classification, determined by the President, in accordance with this Policy and the Standing Orders of Board, to be sensitive in nature.
- 2.3. “Confidential associated papers” means any documents other than agendas or minutes that form part of Board papers for an In Camera meeting.
- 2.4 “Ex Camera meeting” means a meeting of the Board, or a part of a meeting of the Board, that does not take place during a confidential session of the Board.
- 2.5 “Ex Camera minutes” means minutes taken during an Ex Camera meeting, inclusive of the agenda of that meeting.
- 2.6 “In Camera meeting” means a meeting of the Board, or a part of a meeting of the Board, that takes place during a confidential session of the Board without visitors present.
- 2.7 “In Camera minutes” means minutes taken during an In Camera meeting, inclusive of the agenda of that meeting.
- 2.8 “Notionally confidential material” means any material that substantially pertains to:

2.8.1 the relationship between the University and YouX, including its financial, reputational, and legal relationship;

2.8.2 the conduct, policies, salaries, benefits, employment, redeployment, or the termination of employment, of YouX Board Directors or YouX staff;

2.8.3 any industrial matter concerning YouX;

2.8.4 past, ongoing, or imminent legal action, or on any matter in which YouX has sought legal advice;

2.8.5 the finances of YouX or its subsidiaries, except where this information has already been disclosed by YouX; or

2.8.6 In Camera minutes.

### **3. Interpretation**

Interpretation of this Policy is within the jurisdiction of the President, pursuant to the authority of Board.

### **4. Application of this Policy**

4.1. For the avoidance of doubt, in case of an inconsistency between any provision contained in this Policy and any other Policy, the former will prevail to the extent of the inconsistency.

4.2 No clause in this Policy shall interfere with the existing power of the Board or the Executive to disclose or reclassify In Camera minutes or Confidential associated papers at their discretion.

### **5. Classification Guidelines**

5.1 Notwithstanding clause 5.4, when classifying items for meetings of the Board, the President shall have regard to:

5.1.1 Whether the item contains notionally confidential material;

5.1.2 Whether the disclosure, or lack of disclosure, of information regarding the item could reasonably cause actual legal or financial harm to YouX; and

5.1.3 Whether the disclosure of information regarding the item, despite the presence of notionally confidential material or any risk to YouX, would be in the public interest.

5.2 Unless the President is satisfied that classification of an item as confidential is necessary, the President should seek to avoid classifying items as confidential.

5.3 If any Director requests it, the President must provide a written justification to the Director, within a reasonable time after receiving the request, as to why they have classified an item as confidential.

5.4 The President shall not classify any item pertaining to the creation, amendment or repeal of any Schedule, Rule or Policy as confidential unless an absolute three quarter majority of all voting members of the Executive has expressly resolved to permit such a classification.

5.5 Unless an absolute three quarter majority of all voting members of the Executive, or a resolution of the Board carried by simple majority resolves to debate or substantially discuss the creation of a Schedule, Rule or Policy during an In Camera meeting, no such debate or substantive discussion regarding a Schedule, Rule or Policy may occur during an In Camera meeting.

## **6. Declassification of information**

6.1 Subject to this clause, the headings or names of all agenda items that are classified as confidential, and the text of all resolutions of the Board that are carried during an In Camera meeting, shall be inserted into the Ex Camera minutes of that same meeting.

6.2 Clause 6.1 shall not apply to resolutions or agenda item headings concerning:

- 6.2.1 past, ongoing, or imminent legal action;
- 6.2.2 the conduct, policies, salaries, benefits, employment, redeployment, or the termination of employment, of YouX Board Directors and staff;
- 6.2.3 any item required to be kept confidential under the law; or
- 6.2.4 any item that an absolute three quarter majority of all voting members of the Executive has expressly deemed to be confidential.

6.3 Clause 6.1 shall not compel the inclusion of any of the following into the Ex Camera minutes:

- 6.3.1 The names of Directors that moved, seconded, supported, abstained, opposed, or declared a conflict of interest regarding, the resolution;
- 6.3.2 Any discussion on the topic, whether general or attributable to someone at the meeting;
- 6.3.3 Any confidential associated papers provided in relation to that item.

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6.4 Any resolution approving the creation, amendment or repeal of any Schedule, Rule or Policy must be noted in its entirety and no clause in this Policy may be deemed to prevent the full disclosure of the text of the carried Schedule, Rule or Policy in the Ex Camera minutes.

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## **Membership Adjustment Costs:**

**YouX**

**PROJECTION BASED ON FULL PRODUCT COST REFUNDED**

**Cost of transitioning to free membership at the beginning of next year (2024)**

	<b>Units</b>	<b>Cost</b>	<b>Total cost</b>
Refunds on 3-year product purchased in 2022	1413	\$55	\$77,715
Refunds on 3-year product purchased in 2023	1034	\$55	\$56,870
			\$134,585

**Cost of transitioning to free membership at the beginning of 2025**

	<b>Units</b>	<b>Cost</b>	<b>Total cost</b>
Refunds on 3-year product purchased in 2022	1413	\$55	\$77,715
Refunds on 3-year product purchased in 2023	1034	\$55	\$56,870
			\$134,585

**Cost of transitioning to free membership at the beginning of 2026**

	<b>Units</b>	<b>Cost</b>	<b>Total cost</b>
No refunds applicable	0	\$0	\$0
			\$0

**PROJECTION BASED ON PART\* PRODUCT COST REFUNDED**

**Cost of transitioning to free membership at the beginning of next year (2024)**

	<b>Units</b>	<b>Cost</b>	<b>Total cost</b>
Refunds on 3-year product purchased in 2022	1413	\$25	\$35,325
Refunds on 3-year product purchased in 2023	1034	\$25	\$25,850
			\$61,175

**Cost of transitioning to free membership at the beginning of 2025**

	<b>Units</b>	<b>Cost</b>	<b>Total cost</b>
Refunds on 3-year product purchased in 2022	1413	\$25	\$35,325
Refunds on 3-year product purchased in 2023	1034	\$25	\$25,850
			\$61,175

**Cost of transitioning to free membership at the beginning of 2026**

	<b>Units</b>	<b>Cost</b>	<b>Total cost</b>
No refunds applicable	0	\$0	\$0
			\$0

\*Difference between 1 and 3-year product

**MEMBERSHIP-RELATED COSTS 2024**

	<b>Units</b>	<b>Cost</b>	<b>Total cost</b>
Revenue from 1-year product sales	1500	\$30	\$45,000
Member Lunches			\$22,000
Membership A&P budget			\$10,000
Membership Manager salary			TBC
Membership Assistant salary			TBC
			\$32,000

## **YouX President's Report:**

**To:** YouX Board  
**Subject:** YouX President's Report  
**Date:** 19/08/2023

### 1. Meetings with the EO and COO

I have met with Kathryn to discuss various issues throughout the past month.

### 2. Student Engagement Committee

As per my last report, I mentioned that I was working on 4 separate initiatives that involved applications for additional SAFF funding. I presented these proposals to the student engagement committee at the last meeting and have recently been informed that all 4 proposals have been approved. The approved proposals together with the funding amount allocated are as follows.

- \$40 000 for clubs funding, this money will be used to provide a series of major grants with the application criteria being as minimal and nonbureaucratic as possible. The aim is to enhance campus culture by making it easier for clubs to obtain funding for events on campus.
- \$25 000 towards expanding the critical needs grant that is currently provided by student care to students in need.
- \$7 500 towards the establishment of a food relief grant which will also be administered by student care.
- \$6 000 towards breakfast club. This will ensure that breakfast club will continue to run as per usual and will ensure that the service is not compromised by rises in the cost of food.

All in all the additional funding comes to a total of \$78 500 and highlights the effective nature of the student engagement committee. This provides further evidence to the positive stakeholder engagement and efforts of the team at YouX. It also indicates the Universities willingness to invest capital in a meaningful manner and thus bolster and support the student voice.

### 3. Meeting with Martin McCarron and DVCA Jennie Shaw

I have recently had the privilege of attending several meetings with the Jennie and Martin. During these meetings we have covered various topics surrounding the merger and the status. Throughout these talks, it has become apparent that both Martin and Jennie are of the mind that it is vital that the new universities student representative body and the associated model is driven by the students themselves. We have also begun discussing steps and mechanisms to open these discussions. Ultimately, everyone is committed to ensuring that the new university has a student representative and services body that is based on a model that is driven by the student voice.

### 5. Clubs Committee

The 6<sup>th</sup> clubs committee meeting is scheduled. During this meeting, we will discuss several expressions of interest and new club registrations. We will also spend time determining the finalised grant criteria for the major grant series. We will also workshop methods in which the grant series can best be advertised so as to ensure that clubs are aware of their applicational eligibility.

### 6. Open Day

Together with the fellow directors Merlin and Felix, I was able to represent YouX at the recent open day. This provided an opportunity wherein we were able to interact with future students and inform them of the services and opportunities that being part of YouX offers. It was also an excellent opportunity to offer future students some insight into what student life is like and how it can best be enhanced.

### 8. Conclusion

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In conclusion, it has been an enjoyable and busy month. I look forward to continuing my efforts to heighten the YouX experience on campus.

Yours Sincerely,  
Luke Allen  
YouX President

**YouX**