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Wollongong University College Union Annual Reports 1968

**Second
Annual Report
and
Balance Sheet**



1968

WOLLONGONG UNIVERSITY COLLEGE UNION

Board of Management

1968

Chairman:

Dr. F. M. Mathews, B.E., Hon. D.Sc., F.S.T.C., M.I.E. Aust.,
(till 13th May).

Mr. J. E. O. Beale (from 13th May)

Deputy Chairman:

Mr. J. E. O. Beale (till 13th May)

Mr. D. E. Parry (from 13th May)

Mr. K. Baxter

Miss R. Delich

Mr. J. Lewin

Mr. M. J. Lowrey, M.E., A.S.T.C.,
M.I.E. Aust.

Miss K. McCredie, B.A., Dip. Soc. Sc.

Mr. W. McGrath, B.A. A.I.Ed.,
M.A.C.E.

Mr. M. Michie

Mr. W. E. Parnell

Mr. D. E. Parry, B.E.

Miss R. Pepperday

Mr. D. Roberts

Mr. D. J. Webster, B.A.

Miss D. White

Mr. R. Woods

The Board of Management presents the Second Annual Report of the Wollongong University College Union. During the calendar year 1968 there were ten normal Board meetings and two special Board meetings which were attended as follows:—

Board Member	Appointed/Elected by	Meetings	
		Attended	Possible
Mr. K. Baxter to 17/9/68	Union Members	0	5
Mr. J. E. O. Beale	University Council	11	12
Miss R. Delich to 19/3/68	Students' Union	1	4
Mr. J. Lewin to 19/3/68	Students' Union	4	4
Mr. M. J. Lowrey	Academic Staff	11	12
Dr. F. M. Mathews to 13/5/68	University Council	4	5
Miss K. McCredie	College Advisory Committee	7	12
Mr. W. McGrath from 20/8/68	College Advisory Committee	2	4
Mr. M. Michie to 19/3/68	Students' Union	3	4
Mr. W. E. Parnell	Students' Union	3	12
Mr. D. E. Parry	College Advisory Committee	5	12
Miss R. Pepperday from 16/4/68	Students' Union	1	7
Mr. D. Roberts from 16/4/68	Students' Union	5	8
Mr. D. J. Webster	University Council	12	12
Miss D. White to 19/3/68	Students' Union	1	4
Mr. R. Woods from 16/4/68	Students' Union	7	8

MEMBERSHIP

After a membership pause in 1967 figures in 1968 showed a significant upward rise as follows:

Year	Total
1965	614
1966	866
1967	773
1968	966

ANNUAL GENERAL MEETING

The Annual General Meeting of the Union was held in the Union common room on 28th March, 1968. At it the Annual Report and Balance Sheet for the year ended 31st December, 1967 was received with approval. A number of constitutional amendments, which had been proposed, were referred to the Board of Management for further action. As a result the College Advisory Committee set up a Drafting Committee to make recommendations. The Drafting Committee's proposals were to the effect that students might well become more involved in Union management; Council's approval of the Drafting Committee's recommendations was received in February, 1969.

UNION DINNER

The third Annual Union Dinner, attended by 76 guests, was held on 20th June in the Union. The guest speaker was the Rt. Hon. A. A. Calwell, P.C., M.P.

AGENCIES

Both the Commercial Bank of Australia Limited and the University Co-operative Bookshop Limited continue to operate successful agencies in the Union buildings. Pressure on space is, however, becoming noticeable. The bookshop is particularly cramped at peak periods and the Bank has made a formal request for more suitable accommodation. With the College's continued rate of growth, this, and other accommodation problems, will need to be resolved.

CATERING

During 1968 the Union Canteen, which had previously been operated by the Y.M.C.A. was taken over by the Union itself. This change in management has been quite satisfactory. Some further study of the range of services provided, of staffing and of costs involved in running the canteen is required to ensure that it is providing the most economic service to members. The Board has this matter under current review.

ROOM UTILIZATION

A comparison of the use of rooms in the Union in 1967 and 1968 is as follows:—

Activity	1967	1968
Students' Union, Sports		
Association and societies	146	146
Professional societies	34	23
University organisations	20	28
Music classes	30	11
Union meetings	10	11
Reservations by other external associations	5	11

The above table represents a maximum utilization of the rooms at present available and confirms the view that the premises had reached saturation point in 1967. Many meetings of clubs and societies had to be held elsewhere; and the fact that some of the usual features of a Union building were just not available is not immediately clear from the figures. The absence of a suitable recreation room, of a dining room and of adequate circulating space for informal students' activities was most noticeable.

STAFF

During the year the University Council agreed to the appointment of a Secretary/Manager for the Union. Mr. I. L. Dunn, from the University of New England, took over from Mr. D. J. Webster, Senior Administrative Officer of the College and Acting Secretary/Manager of the Union, in February, 1969. The Union Board of Management wishes to record its appreciation of Mr. Webster's services; and also its thanks to the Warden, Professor C. A. M. Gray, for agreeing so readily to Mr. Webster's participation in the affairs of the Union.

BUILDING EXTENSIONS

Plans for Stage II of the Union building are now well advanced and construction work on the site began in February, 1969. It is understood that, because of financial stringencies, certain deletions were made from the original plans. These include office accommodation, a common room, a small dining room and toilets. Notice of the omission of these vital amenities was received with regret and disappointment. However, more funds are confidently expected in the 1970-72 triennium which should allow the building to be completed as originally planned. Further developments of the Union complex are envisaged in the coming triennium and the Board is now addressing itself to considerations of function, design and costs.

On behalf of the Board,

EDGAR BEALE,

Chairman.

27th March, 1968.

WOLLONGONG UNIVERSITY COLLEGE UNION
Balance Sheet as at 31st December, 1968

ACCUMULATED FUNDS:

Balance at beginning of the year	13,361.50	
Surplus from Revenue Account	4,319.66	
Balance of 1967 Members' Fees not previously brought to account	232.00	
	<u>17,913.16</u>	
Less Transfer to Capital Improvements Reserve	5,000.00	
Provision for Long Service Leave not previously charged	98.67	5,098.67
	<u>5,098.67</u>	
Balance at end of year		12,814.49
CAPITAL IMPROVEMENTS RESERVE:		
Balance at beginning of year	5,000.00	
Transfer from Accumulated Funds	5,000.00	
Grants from University of N.S.W. for Capital Purposes	1,045.71	
Interest on Capital Account	233.92	
	<u>11,279.63</u>	
Balance at end of year		11,279.63
PROVISION FOR LONG SERVICE LEAVE		162.00
SUNDRY CREDITORS		527.84
ACCRUED CHARGES AND PROVISIONS		280.00
TRUST FUND		
Student Affairs Committee 1967		1,192.33
		<u>\$26,256.29</u>

FIXED ASSETS:

Furnishings and Fittings — At Cost	9,815.58	
Less Provision for Depreciation	2,470.00	
	<u>7,345.58</u>	
Plant and Equipment — At Cost	2,447.32	
Less Provision for Depreciation	257.73	
	<u>2,189.59</u>	
Kitchenware, Crockery, Cutlery, Linen and Glassware — At Cost		337.91
CURRENT ASSETS:		
Sundry Debtors		461.82
Stock on Hand — At Cost		573.03
Commercial Bank of Australia Ltd.		
Current Account	4,004.89	
Capital Account	11,279.63	
	<u>15,284.52</u>	
Cash on Hand		25.00
Prepayments		38.84
		<u>\$26,256.29</u>

We have examined the Books of Account and vouchers of the Wollongong University College Union for the year ended 31st December, 1968 and have obtained all the information and explanations we have required. In our opinion the above Balance Sheet is properly drawn up so as to exhibit a true and correct view of the state of the Union's affairs and is in accordance with the information and explanations given to us and the Books of the Union.

SMITH JOHNSON & CO.
Registered under the Public Accountants'
Registration Act, 1945, as amended.

WOLLONGONG UNIVERSITY COLLEGE UNION

Income and Expenditure Account for the year ended 31st December, 1968

CANTEEN EXPENSES:			
Cost of Goods Sold	8,610.18		
Salaries	4,148.31		
Sundry Expenses	504.85		
		13,263.34	
GENERAL AND ADMINISTRATIVE EXPENSES:			
Audit Fee	280.00		
Bad Debts Written Off	31.39		
Catering	452.79		
Depreciation	1,479.73		
Insurances	322.36		
Printing and Stationery	129.93		
Provision for Long Service Leave	53.33		
Salaries	5,609.35		
Services and Supplies	518.18		
Telephone	152.01		
Sundry Expenses	82.03		
		9,111.10	
SURPLUS TO ACCUMULATED FUNDS		4,319.66	
		\$26,694.10	
			11,028.00
			MEMBERS' FEES
			CANTEEN SALES:
			Counter
			12,525.49
			Functions
			2,267.26
			14,792.75
			CONCESSIONS
			55.00
			HIRE CHARGES
			456.04
			INTEREST RECEIVED
			226.31
			SUBSCRIPTIONS TO ANNUAL DINNER
			136.00
			\$26,694.10

