

1986

University of Wollongong Union Annual Report 1986

University of Wollongong

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University of Wollongong Union Annual Report 1986

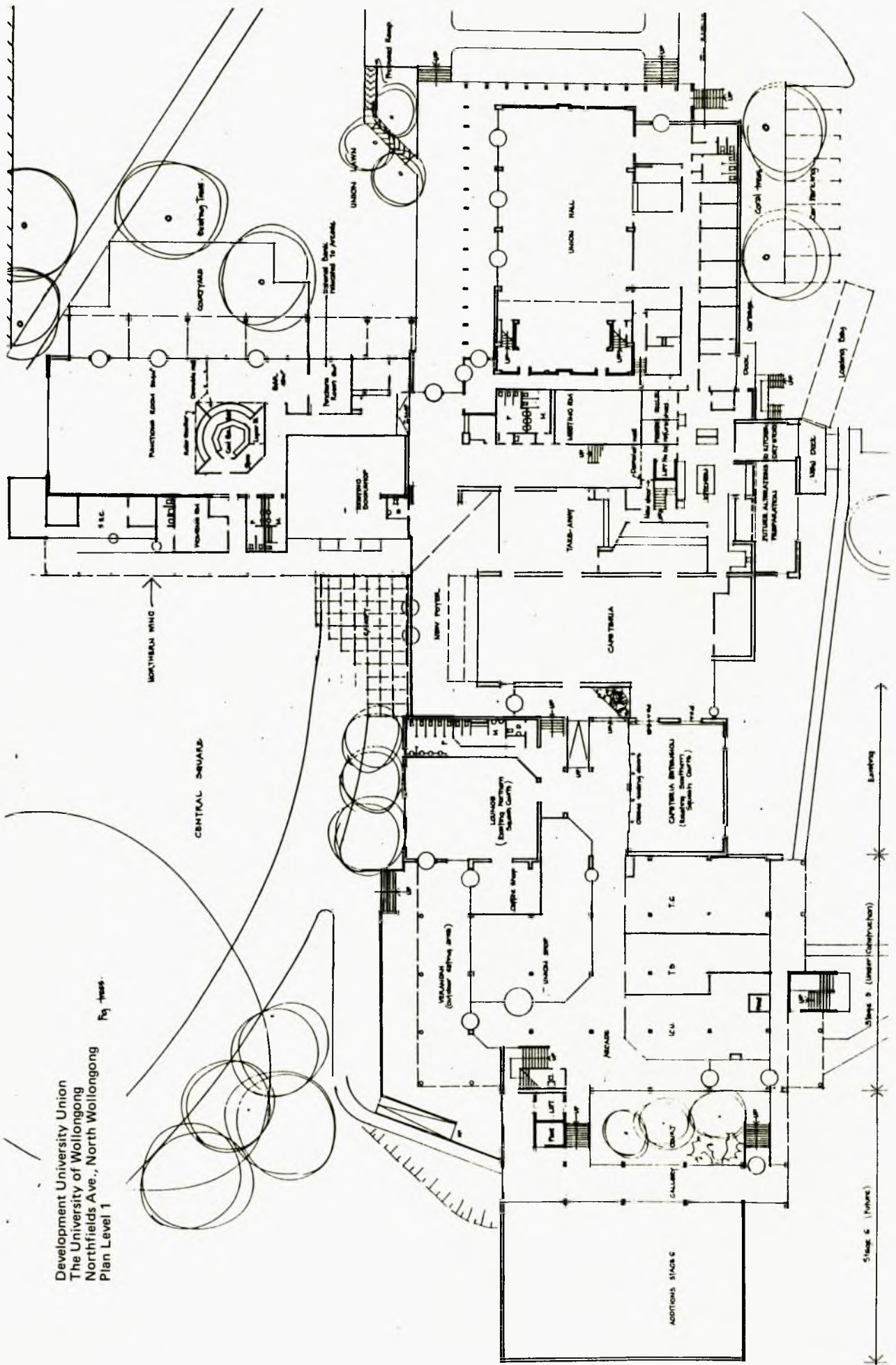
THE UNIVERSITY OF WOLLONGONG UNION



20TH ANNUAL REPORT 1986

Development University Union
 The University of Wollongong
 Northfields Ave., North Wollongong
 Plan Level 1

Fig. 1000



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THE UNIVERSITY OF WOLLONGONG UNION

GENERAL REPORT

1986 witnessed a dramatic turn around in many areas of the Union's operations. Decisive action on a number of different fronts enabled the Union to provide better services in existing space limitations.

The catering operation of the Union was subjected to close and prolonged study and the resulting changes alleviated many of the overcrowding problems of the past few years. The opening of a new self-serve catering outlet, called the 'Weigh In' not only relieved crowding in the Cafeteria but cultivated a new clientele for the Union.

A reversal of the trend in recent years toward increased catering deficits was achieved by a combination of initiatives, including increased function trade and better utilisation of staff and physical resources. If the Union can sustain the performance levels of 1986, the future prospects for vastly improved physical facilities and improved services are very strong.

The Union Shop following a refit in January 1986 recorded a 97% increase in net profit. At the same time pricing policy enabled members to purchase stationery at a price comparable to even the biggest chain store.

Buoyed by improved performance in catering, the Union Shop, and in bar trading, the Union proceeded with confidence to commence construction of the commercial centre in September 1986. This new development, funded jointly by the University and the Union, together with a loan of \$1.00 m is a tribute to the dedication and loyalty of the staff of the Union, whose performance enabled the project to proceed, and to University/Union relations. Without the assistance and co-operation of the University, this project would not have materialised.

'Union Arcade' will provide many new services to the campus including a medical centre, pharmacy, hairdresser, travel agent, solicitors office and Credit Union branch. In addition, the Arcade will enable the expansion of existing services, including banking, the Union Shop (to be enlarged into a Mini Market) and student services, incorporating counselling, careers advice and accommodation services. A flexible conference room complex completes the Arcade.

The Union is not just concerned with commercial style operations and capital development programmes.

The activities programme provided both variety and excitement, with a comprehensive offering of social and cultural activities. A shift in emphasis to lunchtime entertainment was warmly received by the membership.

Kids' Uni, the Childcare Centre on campus, continued to provide the highest quality care with a fee scale commencing at 50 cents per hour. This centre, which does not attract any government financial support, is funded jointly by the University, the Union and the S.R.C. However, demand for places necessitates planning for a major expansion of the centre.

1986 has provided the Union with a solid base from which many innovative and exciting developments can arise. Projects such as the redevelopment of the squash courts to provide additional cafeteria space, a coffee lounge and links to the Arcade at both lower and upper levels, the development of a new bar and beer garden in the Northern Wing of the building, the fitting out of a new kitchen and conference rooms, and the improvement of access for the disabled will consume the accumulated surpluses of the Union.

Without surpluses of the magnitude generated in 1986 these developments would not be possible. Without the generation of surpluses in future years, further developments will not occur. Members can be confident that the Union Board of Management is aware of the need and has the determination to respond to that need.



BOARD OF MANAGEMENT 1986 – 87

(from 2nd September 1986)

Secretary-Manager:

Noel Diffey B.Bus(Acc)*
(appointed 16.5.85)

Chairperson:

Martin Szonyi

Deputy Chairperson:

Nelly Munive



Martin Szonyi



Noel Diffey



Nelly Munive

BOARD MEMBERS

Trevor Brew BA MEdAdmin (Hons)

David Brown (until 31.12.86)

Stephen Brown BA

Elena Caruso*

David Cleverley (from 1.1.87)

Mini Craig

Des Jamieson BA DipEd

George Kolovos BA

Kim Lim

Sergio Mantellato

Anna Mazzaro

Annie McDonald

Ben Meek BA DipEd

Winifred Mitchell MA PhD

David Rae

Mark Turnbull

* * * * *

*Union Staff Member

STANDING COMMITTEES 1986 – 87

EXECUTIVE

*Noel Diffey B.Bus(Acc)
Des Jamieson BA DipEd
Kim Lim

Anna Mazzaro
Nelly Munive
Martin Szonyi (Chairperson)

FINANCE & SERVICES

*Peter Bottele BCom NSW JP
David Brown (until 31.12.86)
Stephen Brown BA
*Elena Caruso
*John Collins
*Noel Diffey B.Bus(Acc)

Kim Lim (Chairperson)
Sergio Mantellato
Ben Meek BA DipEd
Nelly Munive
Martin Szonyi
Mark Turnbull

ACTIVITIES

Stephen Brown BA
*Noel Diffey B.Bus(Acc)
*Diana Haines
Des Jamieson BA DipEd (Chairperson)

George Kolovos BA
Alex Mar
Martin Szonyi

CHILDCARE CENTRE MANAGEMENT

Josephine Castle BA Syd., MA Warwick (Chairperson)
David Cleverley
*Noel Diffey B.Bus(Acc)
Diana Kelly BA Macq.
Ron King BCom BEd Melb., PhD Monash, FAPsS
Annie McDonald

Melda Moss BA, MStud Accy AASA, CPA
Mark Peacock BA
Sue Rowley BA Hons DipEd BCA
*Jillian Trezise BEd (ECE)
Janice Wright BEd, MEd Syd.

INSTITUTE STUDENTS' ASSOCIATION 1987

President : Anne Hull
Vice-President : Alex Mar
Secretary : Leanne Wilson
Cultural Secretary : Trudy Edgar
Treasurer : Anna Mazzaro
Executive Secretary : Jan Miller*

*Union Staff Member

MEMBERSHIP

In 1986 there were 7,457 student members (6,380 in 1985) and 908 staff members (845 in 1985).

The total of life members at the end of 1986 was 1334.

The Union membership subscription for 1986 was \$104.

UNION HONORARY LIFE MEMBERS

Dr. F.M. Matthews †

Ian Dunn

Susan Stevenson

Gerald Stuart-Street

Winifred Mitchell

Benjamin Meek

† Deceased



Mr Ben Meek, pictured at his retirement dinner on 18th April, 1986, where he was granted Honorary Life Membership of the Union in recognition of his 10 years of outstanding service as a member of the Union Board of Management.

**THE UNIVERSITY
OF WOLLONGONG
UNION**

**ACCOUNTS FOR
THE YEAR ENDED
31ST DECEMBER, 1986**

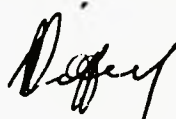
THE UNIVERSITY OF WOLLONGONG UNION

**STATEMENT BY
THE UNION BOARD OF MANAGEMENT**

In the opinion of The University of Wollongong Union Board of Management:

- (a) the accompanying accounts are drawn up so as to give a true and fair view of the results of the Union for the year ended 31st December, 1986, and the state of affairs of the Union as at 31st December, 1986.
- (b) at the date of the statement, there are reasonable grounds to believe that the Union will be able to pay its debts as and when they fall due.

The accompanying accounts of the Union are made out in accordance with Australian Accounting Standards.



N. Diffey
Secretary/Manager

THE UNIVERSITY OF WOLLONGONG UNION

AUDITOR'S REPORT

FOR THE YEAR ENDED 31ST DECEMBER 1986

We have audited the accompanying accounts in accordance with Australian Auditing Standards.

In our opinion the accounts present fairly the financial position of the Union as at 31st December, 1986 and the results of its operations for the year then ended in accordance with Australian Accounting Standards and comply with the provisions of its Constitution.



PEAT, MARWICK, MITCHELL & CO.
Chartered Accountants



ALBERT J. CACHIA
Partner

5th Level,
111-113 Crown Street,
WOLLONGONG, N.S.W. 2500.

11th March, 1987.

THE UNIVERSITY OF WOLLONGONG UNION
BALANCE SHEET AS AT 31ST DECEMBER, 1986

	NOTE	1986	1985
CURRENT ASSETS			
Cash at Bank and on Hand	4	30,655	75,951
Cash on Deposit	5	454,871	47,966
Sundry Debtors and Prepayments	6	19,330	22,558
Stock on Hand	7	71,083	63,533
TOTAL CURRENT ASSETS		575,939	210,008
NON-CURRENT ASSETS			
Plat, Equipment and Improvements	8	381,856	386,676
TOTAL ASSETS		957,795	596,684
CURRENT LIABILITIES			
Sundry Creditors		58,063	30,621
Accrued Charges		6,034	6,999
Provisions	9	81,984	73,166
TOTAL CURRENT LIABILITIES		146,081	110,786
NON-CURRENT LIABILITIES			
Provisions	9	13,067	11,466
TOTAL LIABILITIES		159,148	122,252
NET ASSETS		\$ 798,647	\$ 474,432
ACCUMULATED FUNDS AND RESERVES			
Accumulated Funds at 1st January 1986		426,466	407,911
Add: Surplus for the Year		317,310	18,555
Accumulated Funds at 31st December 1986		743,776	426,466
Reserves at 1st January 1986		47,966	41,615
Add: Transfer for the Year		6,905	6,351
Reserves at 31st December 1986		54,871	47,966
TOTAL ACCUMULATED FUNDS AND RESERVES		\$ 798,647	\$ 474,432
Commitments and Contingent Liabilities	11		

The accompanying Notes form part of these accounts.

THE UNIVERSITY OF WOLLONGONG UNION

NOTES TO & FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER, 1986

1. Statement of Accounting Methods

The accounting methods adopted by the Union are in accord with the accounting standards required by the Australian accounting bodies and/or by law. The accounts have been prepared primarily on the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets. Non-current assets have been written down to replacement value where required.

Set out below is a summary of the significant accounting methods adopted by the Union and, in particular, the accounting method adopted where there exists a choice between two or more acceptable methods.

a) Building Improvements

Amounts expended by The Union on Building Improvements are capitalised and written off over a period of 10 years.

b) Depreciation

Depreciation is provided on all fixed assets so as to write off the assets progressively over their estimated economic life. The straight line method of depreciation has been used.

c) Stock Valuations

Stock has been valued at cost. Cost is based on the first-in first-out principle and includes expenditure incurred in acquiring the stock and bringing it to the existing condition and location.

These bases of valuation are consistent with those of previous years.

d) Members' Fees

Members' fees are brought to account in the year to which the fees relate, and not necessarily the year in which the University of Wollongong, which collects those fees on behalf of the Union, remits them to the Union.

Entrance fees are included in members' fees.

e) Interest Income

Interest income is brought to account on an accrual basis.

f) Provision for Long Service Leave

Long Service Leave is provided for all employees, including part-time employees.

2. Sports Association Subvention

The Union has in past years charged The University of Wollongong Recreation and Sports Association an annual fee to cover costs incurred by the Union in the administration of that body. As the Recreation and Sports Association has become an autonomous body no charge was made during the current year.

3. The University of Wollongong

The University of Wollongong provides support to the Union by means of tenancy of The Union buildings and the salary and oncosts of the Secretary-Manager. The costs of this support have not been brought to account in these financial statements.

4. Cash at Bank and On Hand

	1986	1985
National Australia Bank	25,755	72,051
Cash on Hand	4,900	3,900
	\$ 30,655	\$ 75,951

5. Cash on Deposit

National Australia Bank	400,000	—
Institute Capital Development Fund	54,871	47,966
	\$ 454,871	\$ 47,966

6. Sundry Debtors and Prepayments

Prepayments	2,177	1,631
Sundry Debtors	17,653	21,427
Less: Provision for Doubtful Debts	(500)	(500)
	\$ 19,330	\$ 22,558

7. Stock

Catering	15,370	17,611
Bar	14,185	14,678
Shop	41,528	31,244
	\$ 71,083	\$ 63,533

8. Fixed Assets

Building Improvements — at cost	189,431	183,631
Less: Accumulated Depreciation	47,608	29,986
	141,823	153,645
Plant and Equipment — at cost	213,400	188,127
Less: Accumulated Depreciation	84,062	65,455
	129,338	122,672
Furniture and Fittings — at cost	165,135	149,043
Less: Accumulated Depreciation	68,268	53,385
	96,867	95,568
Motor Vehicle — at cost	8,728	8,728
Less: Accumulated Depreciation	1,746	873
	6,982	7,855
Kitchenware — at cost	6,846	6,846
TOTAL FIXED ASSETS	\$ 381,856	\$ 386,676

9. Provisions

Non-Current Liabilities		
Provision for Long Service Leave	13,067	11,466
Current Liabilities		
Provision for Long Service Leave	58,342	49,065
Provision for Annual Leave	23,642	24,101
	\$ 81,984	\$ 73,166

10. Wollongong Institute of Education

As from 1st January 1983, the former Wollongong Institute of Education has been administered by the University of Wollongong. The agreement relating to the transfer of the assets of the Wollongong Institute of Education Students' Association resulted in funds being invested by the Union in an account titled "Institute Capital Development Fund". This money, and interest earned thereon, can be used for any development project on campus approved by the Union Board of Management after the board has considered a recommendation by the Institute Students' Association for such use.

11. Capital Commitments

Contracts have been entered into by The University of Wollongong for the construction of a Commercial Centre adjacent to the existing Union Buildings. The estimated cost of this project is \$1,250,000, which is being financed from funds provided by The University of Wollongong amounting to \$250,000, and the borrowing by The Union of \$1,000,000.

As at 31st December 1986, the Building was under construction, but the expenditure incurred had not exceeded the contribution by The University of Wollongong. Arrangements for the borrowing by The Union had not been finalised at that date.

The expenditure by The Union on these buildings will be classified as Building Improvements and written off over a period of 10 years.

THE UNIVERSITY OF WOLLONGONG UNION
INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER, 1986

	1986	1985
INCOME		
Members' Fees	748,788	575,219
Life Members & Associates Fees	2,552	1,630
Commissions	3,034	1,935
Interest Received	71,885	34,882
Donations and Sundry Income	1,743	1,703
Room Hire	5,887	4,339
Rent Received	5,340	5,000
Sports Association Subvention	—	49,288
Surplus/(Deficit) on Catering Trading	105,454	(63,297)
Public Telephones	4,354	1,989
TOTAL INCOME	972,293	624,482
LESS: EXPENDITURE		
Staff		
Wages	354,803	345,409
Payroll Tax	21,597	19,758
Provision for Long Service Leave	16,515	6,819
Compensation	16,469	24,226
Superannuation	9,693	8,655
Uniforms	3,092	2,291
	422,169	407,158
Less: Recoupment of Wages	23,400	29,238
	398,769	377,920
Office		
Telephone	4,883	6,041
Postage	2,602	2,179
Printing and Stationery	14,454	19,317
	21,939	27,537
Maintenance		
Security	1,670	1,898
Cleaning	9,615	8,645
Garbage	16,529	14,334
Repairs and Maintenance	44,659	41,023
	72,473	65,900
Services		
Union Catering	3,218	3,045
T.V. Hire	275	275
	3,493	3,320
Activities		
Clubs and Societies	—	3,622
Programmed Activities	44,273	27,952
Institute Students' Association Grant	11,000	18,031
	55,273	49,605
Other Expenditure		
Audit Fees	5,465	4,350
Depreciation	51,985	47,481
Insurances	1,720	1,570
Subscriptions and Donations	1,048	1,807
Travel Expenses and Allowances	13,468	4,312
Sundry Administration Expenses (incl. bank charges)	4,498	3,733
Child Care Expenses Allocation	14,228	10,000
Bad Debts Written Off	130	—
Motor Vehicle Expenses	3,589	2,041
	96,131	75,294
TOTAL EXPENDITURE	648,078	599,576
EXCESS OF INCOME OVER EXPENDITURE	324,215	24,906
Less: Interest Received on Institute Capital Development Fund Investment transferred to Reserve	6,905	6,351
AMOUNT TRANSFERRED TO ACCUMULATED FUNDS	\$ 317,310	\$ 18,555

The accompanying Notes form part of these Accounts.

THE UNIVERSITY OF WOLLONGONG UNION
TRADING STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER, 1986

	1986	1985
CATERING SERVICES		
Bar Trading		
Sales	266,198	224,123
Less: Cost of Goods Sold	107,585	104,455
	158,613	119,668
Less: Wages	67,891	78,749
Payroll Tax	4,521	4,965
Surplus on Bar Trading	86,201	35,954
Function Trading		
Food Sales	232,791	171,072
Liquor Sales	29,205	26,418
	261,996	197,490
Less: Food Costs	65,300	59,259
Liquor Costs	11,014	10,117
Gross Profit	185,682	128,114
Less: Function Labour Costs	58,673	41,125
Function Expenses	2,024	1,507
Surplus on Function Trading	124,985	85,482
Food Services Trading		
Sales - Servery	443,185	391,583
Takeaway	207,017	144,799
Bistro	107,681	128,243
Machines	11,036	11,540
Coffee Bar/Weigh In	86,970	24,645
	855,889	700,810
Less: Cost of Goods Sold	503,167	423,520
Gross Profit	352,722	277,290
Less: Wages	341,000	336,080
Payroll Tax	23,987	22,210
Deficit on Food Trading	(12,265)	(81,000)
Greenery Services Trading		
Sales	128,697	120,285
Less: Cost of Goods Sold	68,547	76,725
Gross Profit	60,150	43,560
Less: Wages	47,727	54,695
Surplus on Greenery Trading	12,423	(11,135)
Total Profit from Catering Services	211,344	29,301
Less: Catering Overheads		
Gas	983	911
Laundry	15,723	11,959
Process Heating	11,191	12,176
Replacement of Crockery, Cutlery and Glassware	31,790	25,447
Sundries	4,674	3,363
Superannuation	8,002	8,274
Uniform Allowances	7,529	7,744
Uniforms	3,390	2,390
Workers' Comp. Insurance	22,608	20,334
	105,890	92,598
Surplus (Deficit) from Catering Services transferred to Income and Expenditure Account	\$ 105,454	\$(63,297)
SHOP TRADING		
Sales	210,948	153,883
Less: Cost of Goods Sold	142,081	108,847
Gross Profit	68,867	45,036
Less: Wages	43,149	31,468
Payroll Tax	2,358	1,688
Sundry Expenses	104	86
Surplus from Shop Trading transferred to Income and Expenditure Account	\$ 23,256	\$ 11,794

THE UNIVERSITY OF WOLLONGONG UNION

STATEMENT OF SOURCE & APPLICATION OF FUNDS FOR THE YEAR ENDED 31ST DECEMBER, 1986

	1986	1985
Source of Funds		
Funds from Operations (Note 1)		
Inflows of Funds	2,567,311	2,072,575
Less: Outflows of funds	2,109,691	1,989,896
	386,620	82,679
Reduction in Current Assets		
Cash on Deposit and held at bank	46,296	10,050
Debtors	3,773	34,201
	50,069	151,214
Increase in Current Liabilities		
Trade Creditors	27,442	-
	\$ 464,131	\$ 233,893
Applications of Funds		
Increase in Current Assets		
Cash on Deposit		
- National Australia Bank	400,000	-
- Institute Capital Development Fund	6,905	6,352
Prepayments	546	578
Cash on Hand	1,000	1,000
Student Hardship Fund	-	50
Stock	7,551	-
	416,002	7,980
Acquisition of Fixed Assets	47,165	197,732
Reduction in Current Liabilities		
Trade Creditors	-	12,334
Accrued Charges	964	15,847
	964	28,181
	\$ 464,131	\$ 233,893

Note 1:

Reconciliation of Funds from Operations with Operating Profit

Funds from Operations	386,620	82,679
Less: Provision for Long Service Leave	10,878	6,819
Depreciation	51,985	47,481
Provision for Annual Leave	(458)	3,473
Operating Profit	\$ 324,215	\$ 24,906

STAFFING

The staffing structure of the Union remained stable in 1986 despite increased sales turnover and work loads in all areas, which resulted in greater opportunity for casual employment.

Mrs Alma Bond and Mrs Helen Reeves retired after a combined record of service spanning 29 years.

Staff offer continuity and stability to an organisation with an ever changing membership.

The outstanding trading results of 1986 are due to the competence and dedication of a loyal staff team.

The staff of the Union in 1986 comprised:

Secretary-Manager	Noel Diffey B.Bus(Acc)
Assistant Secretary-Manager	Peter Bottele, BCom NSW JP
Cultural and Activities Officer	Diana Haines
Secretary	Lorna Koetz
Accounts	Robyn Gaia
	Leigh Wakeford
	Kathy Fitzsimmons
	Elena Caruso
Functions Adviser	John Collins
Catering Manager	Syd Knight
Chef-in-Charge	Tony Michel
Chef	Sheila Park
	Tom Hofman
Apprentice Chef	Noelene Johnston (from 28.4.86)
Catering Clerk	Pat Wakenshaw
Head Catering Assistant	Angelo Gaudiosi
Kitchenhand	Pat Williams
Bar Supervisor	Don Beale
Barman/Cellarman	Mick Burling
Crew Chief	Paul Innes
Attendant/Cleaner	Adriano Lemme
	Wal Tait
Cleaner	Ann Atkins
	Beryl Fitzpatrick
	Kath Holmes
	Nancy McGregor
	Anita Trevisanut
Union Shop Supervisor	Fay Hulford
Assistant	Mavis Cornock
	Ailsa Di Leva
Institute Students' Association	
Executive Secretary	Jan Miller

In addition to its full-time establishment the Union provided employment for over 100 part-time staff throughout the year, many of whom were students.

New appointment in 1987



Noelene Johnston

Retirements in 1987



Helen Reeves
and
Alma Bond



Activities



1986 saw a continuation of emphasis on FREE LUNCHTIME ENTERTAINMENT. A highly varied offering made it possible to please 'most of the people often', and to present entertainment with which many members are unfamiliar.

EVENING ENTERTAINMENT was rationalised on Thursday nights confining major rock concerts to several well timed nights immediately following monthly TEAS payments. Remaining Thursday night entertainment was filled with soloists in the Southern Lounge in conjunction with a number of Swift and Moore promotion nights, alternating with the rock concerts and the enormously popular TALENT QUEST.

Several GUEST SPEAKERS gave lunchtime addresses in 1986 on topics ranging from human rights in South Africa, nuclear disarmament, women's rights, aboriginal land rights and bicentennial funding to the highlight of the programme, an address on civil rights in the Philippines by Columban missionary, Fr. Brian Gore.



35mm FILMS were provided every Wednesday night in the Union by the Union Film Group, along with a number of free 16mm films offered in the Activities programme.





The 21ST UNION ANNUAL DINNER was held on Friday, 12th September. In keeping with the 21st birthday flavour, guest speakers were: Mr Ian L. Dunn, First Secretary-Manager of the Union; Mr James Black, former Board Chairperson and Mrs Tot Brooks, Union Staff member. Entertainment was provided by Don Harper and the University Jazz Students Ensemble.

An inaugural OVERSEAS STUDENTS FESTIVAL was held in October in an attempt to involve more overseas students in Union Activities.

CLUBS AND SOCIETIES affiliated with the Union in 1986 were: the Catholic Society, Electrical and Computer Engineering Society, Film Group, French Club, Gay Society, Geological Society, Indonesian Students Association, International House Residents Club, Italian Club, Nuclear Disarmament Association (W.U.N.D.A.), Simulation Games Society, Women's Collective and the Writers' Club.

A number of clubs held special functions, most notably the Malaysian and Indonesian Cultural nights.

Finally 1986 saw a warmly received production of the Union's Revue, following on from the interest generated by Newcastle Uni's Revue when they toured earlier in the year.



CHILDCARE CENTRE

The University Childcare Centre (Kids' Uni) is administered by the Union through the Childcare Centre Management Committee.

In 1986 care was provided for a total of 244 children from 187 families.

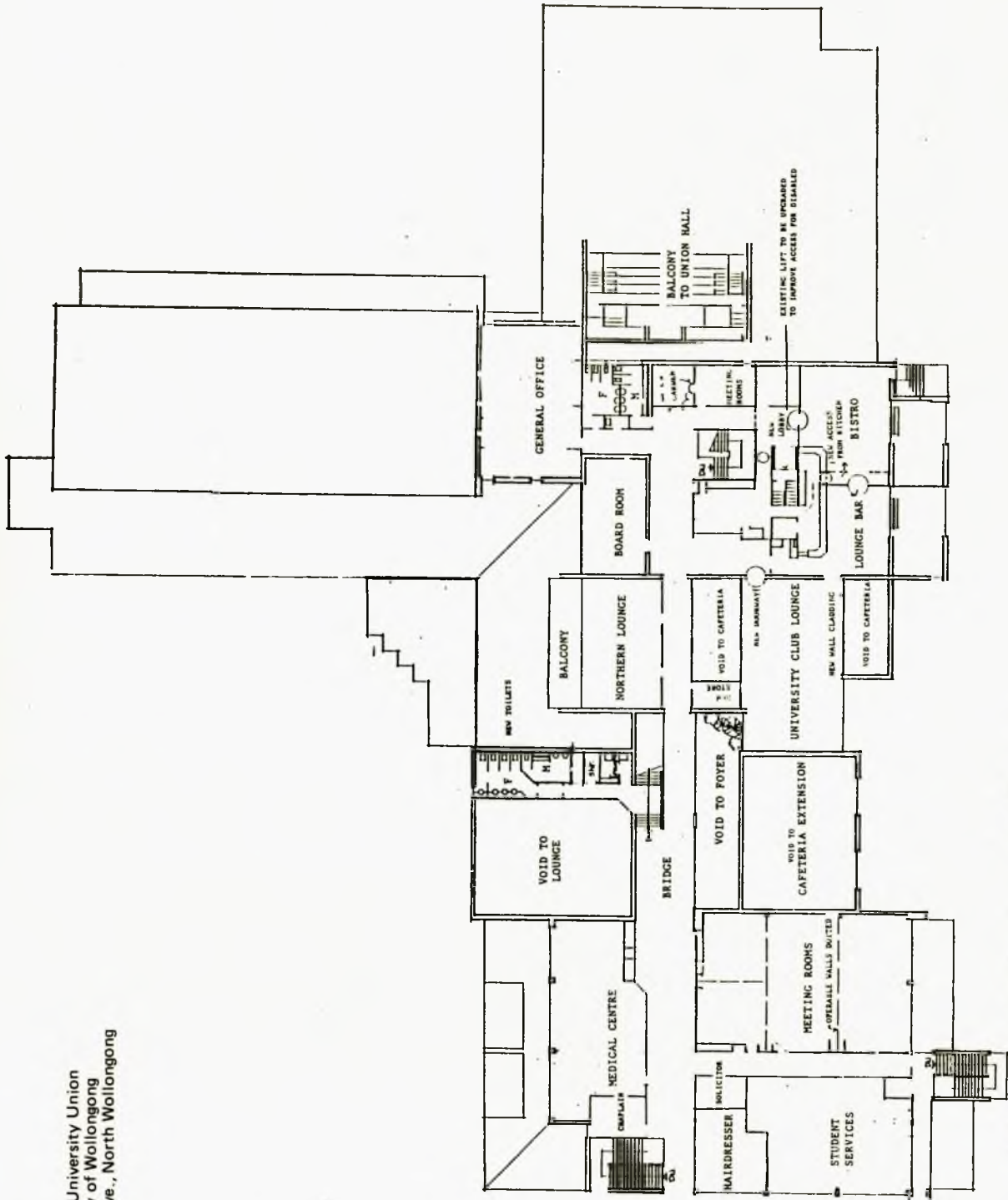
The staff of the Childcare Centre for 1986 comprised:—

Director	Jillian Trezise BEd(ECE)
Assistant Teachers	Trudy Ruiz
	Joanne Shepherd
	Christina Williams
Nurse	Jean McNeilly
Part-time Nurses	Ellen Norris
	Gillian Wright
	Lorraine Barrow
Part-time General Assistants	Susan Cochrane
	Lisa Crittenden
	Ann Palmer
	Kim Robson
Full-time Helper	Doreen Wilson

Di Kelly completed an important year as President of the Parents' Club and was re-elected for a second term following the Club's Annual General meeting.



Development University Union
 The University of Wollongong
 Northfields Ave., North Wollongong
 Plan Level 2



STAGE 5 (under construction) EXISTING

