

1980

## University of Wollongong Union Annual Report 1980

University of Wollongong

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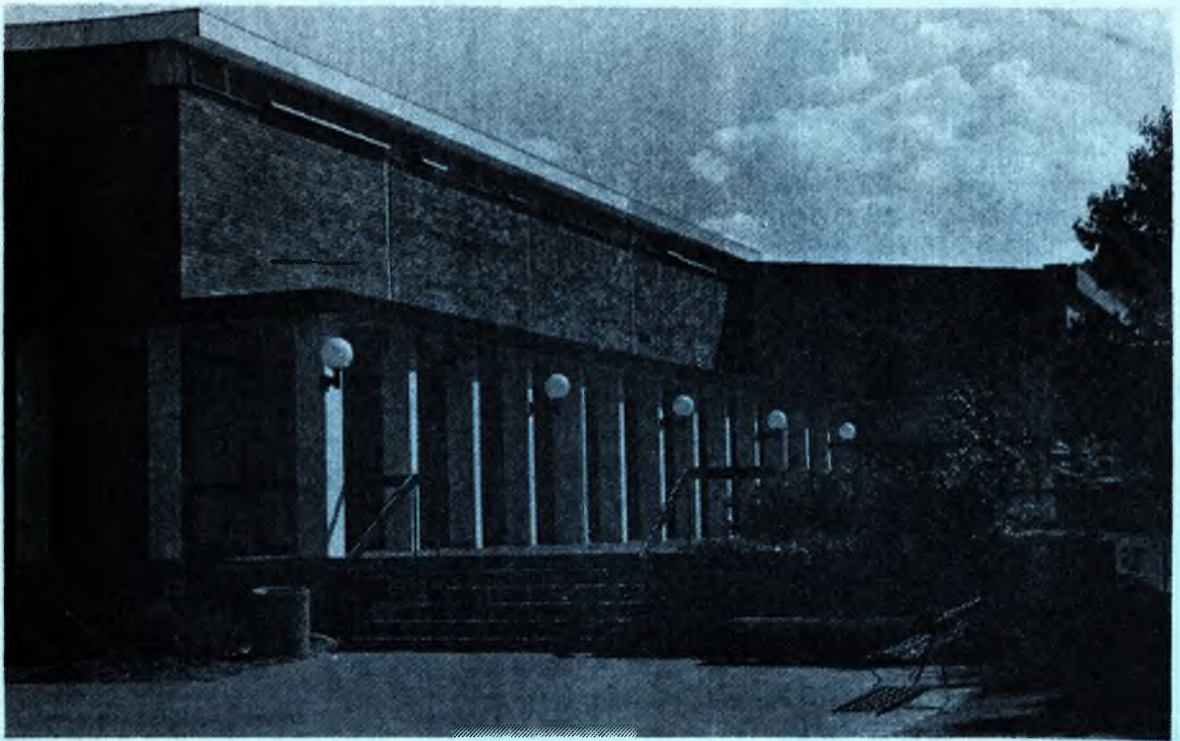
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## University of Wollongong Union Annual Report 1980

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# UNIVERSITY OF WOLLONGONG UNION



FOURTEENTH ANNUAL REPORT

## 1980

UNIVERSITY OF WOLLONGONG UNION

BOARD OF MANAGEMENT - 1980

*(until 23rd September 1980)*

*Chairperson:*

Jim Malcolm BA

*Deputy Chairperson:*

Murray Robinson BE

*Secretary-Manager:*

H. Susan Stevenson  
*(appointed 4.11.76)*

*Members:*

James D. Black  
Peter Castle MSc  
Martin Egan  
Des Jamieson BA DipEd  
David Lear BSc, BCom  
Michael McCarthy (until 18.3.80)

Ben J. Meek BA DipEd  
Winifred Mitchell MA PhD  
John R. Panter BA PhD  
Tony S. Pearce MAppSci  
Joe Scimone BE  
Brian H. Smith BE PhD, MIEE, FIEAust  
James Whitehead (from 15.4.80)

*(from 23rd September 1980)*

*Chairperson:*

James D. Black

*Deputy Chairperson:*

Des Jamieson BA DipEd

*Secretary-Manager:*

H. Susan Stevenson  
*(appointed 4.11.76-  
until 26.9.80)*

Geoffrey A. Williams  
*(appointed 10.10.80)*

*Members:*

Martin Egan  
Elisabeth Hilton  
Robin Horne BA MA  
Ben Meek BA DipEd  
Winifred Mitchell MA PhD  
Deborah Nesbitt

Murray Robinson BE  
Joe Scimone BE  
Fred Seidel  
Graeme Watchirs  
Ian Watchirs  
James Whitehead

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UNION COMMITTEES FOR 1980

ACTIVITIES

until 23.9.80

F. Brunetti  
P. Castle  
M. Egan  
D. Jamieson  
W. Mitchell  
M. Robinson (Chairperson)  
D. Stuber (from 8.4.80)  
H.S. Stevenson

from 23.9.80

F. Brunetti  
M. Egan  
D. Jamieson (Chairperson)  
D. Nesbitt  
M. Robinson  
S. Schmidt  
A. Segal  
H.S. Stevenson (until 26.9.80)  
G.A. Williams (from 10.10.80)

CLUBS & SOCIETIES

until 23.9.80

D. Jamieson (from 18.3.80)  
J. Malcolm (Chairperson)  
A. Pearce  
J. Scimone (until 18.3.80)  
H.S. Stevenson

from 23.9.80

E. Hilton  
D. Jamieson (Chairperson)  
F. Seidel  
H.S. Stevenson (until 26.9.80)  
G.A. Williams (from 10.10.80)

Plus President and Secretary of each affiliated Club:

Camera Club	Geographical Society
Debating Society	Geological Society
Drama Society	Historical Society
Film Group	Italian Club
French Club	Metallurgical Society

Musical Society

NOTE: *Parents Club, although affiliated, is responsible to the Board of Management.*

CONSTITUTION

until 23.9.80

J. Malcolm (Chairperson)  
M. McCarthy (until 18.3.80)  
W. Mitchell (from 18.3.80)  
J. Panter  
M. Robinson  
B. Smith  
H.S. Stevenson

from 23.9.80

J.D. Black (Chairperson)  
C.R. Horne  
W. Mitchell  
M. Robinson  
J. Whitehead  
H.S. Stevenson (until 26.9.80)  
G.A. Williams (from 10.10.80)

FINANCE & DEVELOPMENT

until 23.9.80

J.D. Black  
D. Jamieson  
J. Malcolm (Chairperson)  
B. Meek  
M. Robinson  
B. Smith  
H.S. Stevenson

from 23.9.80

J.D. Black (Chairperson)  
D. Jamieson  
B. Meek  
M. Robinson  
F. Seidel  
G. Watchirs  
H.S. Stevenson (until 26.9.80)  
G.A. Williams (from 10.10.80)

HOUSE

until 23.9.80

J.D. Black  
P. Castle  
M. Egan  
A.G. Morris  
A. Pearce  
M. Robinson (Chairperson)  
H.S. Stevenson

from 23.9.80

J.D. Black (Chairperson)  
J. Hartley  
D. Nesbitt  
C. Ryan  
A. Segal  
I. Watchirs  
J. Whitehead  
H.S. Stevenson (until 26.9.80)  
G.A. Williams (from 10.10.80)

WINE SUB-COMMITTEE

K. Ausburn  
E. Gellert  
D. Jamieson (Chairperson from 19.8.80)  
J. Lewin  
R. Lotze  
G. Stuart-Street (Chairperson to 19.8.80)  
J. Wells

The Board of Management presents its Fourteenth Annual Report to the University in accordance with Clause 12(c) of the Union's Constitution.

BOARD OF MANAGEMENT MEETINGS

During the calendar year 1980 there were thirteen meetings of the Board attended as follows:

		Appointed/Elected	Meetings	
		by	Attended	Possible
Black,	J.D.	Union members	11	13
Castle,	P.T.	Union members	9	9
Egan,	M.	Union members	11	13
Hilton,	E.	University Council	3	4
Horne	C.R.	University Council	4	4
Jamieson,	D.A.	Union members	13	13
Lear,	D.	University Council	5	9
Malcolm,	J.	Union members	8	9
McCarthy,	M.	Union members	0	2
Meek,	B.	University Council	9	13
Mitchell,	W.	University Council	13	13
Nesbitt,	D.	Union members	4	4
Panter,	J.	Union members	8	9
Pearce,	A.	Union members	7	9
Robinson,	M.	Union members	12	13
Scimone,	J.	Union members	13	13
Seidel,	F.	Union members	3	4
Smith,	B.	University Council	8	9
Stevenson,	H.S.	Ex-officio	9	9
Watchirs,	G.	Union members	3	4
Watchirs,	I.	Union members	3	4
Whitehead,	J.	Union members	7	10
Williams,	G.A.	Ex-officio	3	3

## GENERAL REPORT

1980 was essentially a period of consolidation for the Union, following the completion of major building developments - especially in the Bar and Bistro areas - during the previous year.

A significant change in the usage of at least one area of the Union Building was brought about by the creation of a Women's Room in the space vacated by the transfer of responsibility for the storage and hire of academic dress from the Union to the University. The Women's Room is intended to provide a social area where all women on campus have the opportunity to meet together in a welcoming atmosphere to discuss informally matters of common concern and interest and to obtain advice on a variety of matters pertaining to women's rights and welfare.

The Board has also given consideration to improving facilities for the disabled, and has been pleased to pledge its support for the University's plan to construct a toilet for the handicapped as an extension to the Union Building. A full accessibility survey of the building, to be carried out by the Illawarra Handicapped Trust, has also been arranged.

A number of other improvements to the building are also under consideration, including betterment of the acoustics in the Union Hall and the installation of an improved film-projection sound-system which follows from recommendations contained in a report specially commissioned by the Union from a firm of acoustic consultants.

One major building development which did occur and in which the Union had significant interests, was the opening in August of the purpose-built 25-place Parents' Club Childcare Centre. After years of managing in makeshift accommodation it was particularly pleasing to see "Kids' Uni" finally established in extremely attractive premises, which should do much to improve accessibility to University for parents with young children. The Union will continue to provide administrative assistance to "Kids' Uni", together with some financial support.

The range of activities offered to members continued to be improved. A programme of workshop courses was organised in each session, and for the first time the Union worked in conjunction with the local branch of the Workers' Educational Association to establish a series of joint classes. A number of exhibitions, concerts and other cultural performances were promoted throughout the year, and musical entertainment was provided on Thursday evenings in the Southern Lounge on a fairly regular basis. The Union's affiliated Clubs and Societies also continued to offer a variety of opportunities for members' participation. Full details of all activities held throughout the year are listed later in the report.

One of the highlights of the year was the Union Annual Dinner in September, at which the guest speaker, Mr. Bob Hawke, delivered a witty and penetrating address to an audience of nearly 350 people.



### MEMBERSHIP

In 1980 there were 2871 student members (2813 in 1979) and 599 staff members. The total of life members at the end of 1980 was 485.

### GENERAL MEETING

The Annual General Meeting of the Union was held in the Common Room on 10th April 1980 and twenty-five members were present - a disappointing attendance compared to sixty-four at the 1979 Annual General Meeting.

Under business arising from the previous year the Chairperson reported that the Board had, after due consideration, resolved not to alter the present fee structure in order to introduce differential rates for full-time and part-time students.

Considerable discussion took place concerning opportunities for casual employment within the Union for students, and subsequently the Board has kept policy relating to this matter under review.

The Annual Report containing financial statements for the year ended 31st December 1979 and the change in name of the auditors was noted.

### SECRETARY-MANAGER

The Union was extremely sorry to lose the services of Mrs. H. Susan Stevenson as Secretary-Manager in August, as a result of her decision to move to Tasmania with her husband to commence a farming-venture. Mrs. Stevenson had been Secretary-Manager since November 1976 and was responsible for steering the Union through an extremely important period of its development. In recognition of her considerable service to the Union the Board granted Mrs. Stevenson Honorary Life Membership.

In October Mr. Geoffrey Williams took up duties as the new Secretary-Manager. Prior to coming to Wollongong Mr. Williams was Chief Administrative Officer of Barnfield College at Luton in England, and previously had served as Assistant Union Manager at the University of Aston in Birmingham and Union Manager at Edge Hill College of Higher Education, Lancashire.

Mr. Peter Bottele, Union Accountant, was appointed as Acting Secretary-Manager for the period between Mrs. Stevenson's departure and Mr. Williams' arrival.

## FINANCE

Again the Union completed the year ending 31st December 1980 successfully with a surplus of income over expenditure, of \$ 19,255.80 being transferred to accumulated funds. This again will allow the Union to maintain and replace the furniture, fittings and equipment as required and to make general improvements to the Union rooms and facilities.

The main points to be noted from the financial statements are as follows:

1. The turnover for 1980 was \$ 917,147 compared to \$ 786,000 in 1979, indicating greater usage of Union facilities after accounting for inflation.
2. Catering operations resulted in a deficit of \$ 5,506 on a turnover of \$ 573,079 compared to \$ 6,758 in 1979. Again the Union followed its policy of using profits in the bar and function operations (\$ 50,559 in 1980 compared to \$ 39,068 in 1979) to subsidise food prices in the servery take-away and coffee bar services and cover catering overhead costs.
3. The Union Shop traded successfully in 1980 to make a profit of \$ 8,365 compared to \$ 6,862 in 1979 with an increase in turnover of 21.7%.
4. A change in the format of the accounts was made in line with the auditor's recommendation, transferring theatre fund and capital investment accounts from current liabilities to accumulated funds and showing rental of Union premises in the income and expenditure account.
5. A further adjustment was made in the accounts for 1980 in writing back depreciation over-provided over the years so there is a full reconciliation of the plant register to the balance sheet accounts. This was a finalisation of the exercise carried out in 1979 where all the Union's fixed assets (plant, equipment, furniture and fittings purchased since 1965) not able to be verified as still usable or still on hand in the Union Buildings were written out of the books.
6. General administrative expenditures were in line with 1979 levels after accounting for inflation over 1980 with the major item, administrative wages and salaries increasing by 12.7%, which is slightly above the inflation level, as there was an additional staff member (a casual cleaner in the Sports Centre).
7. Academic dress no longer appears in the balance sheet as it was purchased and taken over by the University administration in 1980.

Again, though faced with static student numbers and continual cost increases in all areas of its operation, the Union has been able to maintain a stable financial position through efficient use of facilities and controls over expenditure.

THE UNIVERSITY OF WOLLONGONG UNION

BALANCE SHEET

AS AT 31st DECEMBER, 1980

<u>1979</u>			<u>1980</u>
<u>ACCUMULATED FUNDS</u>			
101,227	Balance as at 1st January, 1980		115,479.56
-	Add: Transfer from Theatre Fund		681.28
-	Transfer from Capital Investment Fund		<u>8,300.57</u>
101,227			124,461.41
<u>14,253</u>	Add: Surplus of Income over Expenditure		<u>33,282.80</u>
<u>115,480</u>			157,744.21
<u>NON-CURRENT LIABILITIES</u>			
<u>14,859</u>	Provision for Long Service Leave		14,286.31
<u>CURRENT LIABILITIES</u>			
14,244	Sundry Creditors	14,764.48	
7,267	Accrued Charges	2,928.16	
10,121	Provision for Annual Leave	8,260.80	
-	Provision for Long Service Leave	3,283.54	
681	Theatre Fund Account	-	
<u>8,301</u>	Capital Investment Account	<u>-</u>	
<u>40,614</u>			<u>29,236.98</u>
<u>\$170,953</u>			<u>\$201,267.50</u>
<u>FIXED ASSETS</u>			
45,975	Furniture & Fittings - at cost	50,008.02	
( 27,280)	Less: Accumulated Depreciation	<u>22,674.05</u>	27,333.97
48,801	Plant & Equipment - at cost	50,239.88	
( 19,734)	Less: Accumulated Depreciation	<u>24,249.26</u>	25,990.62
8,124	Building Improvements - at cost	8,123.54	
( 6,157)	Less: Accumulated Depreciation	<u>6,968.80</u>	1,154.74
8,123	Academic Dress - at cost		-
( 3,038)	Less: Accumulated Depreciation		-
<u>6,846</u>	Kitchenware - at cost		<u>6,846.14</u>
<u>61,660</u>			<u>61,325.47</u>
<u>INVESTMENTS</u>			
50,000	Commercial Bank of Australia Ltd.	50,000.00	
<u>3,341</u>	Illawarra Mutual Building Society	<u>4,291.59</u>	
<u>53,341</u>			<u>54,291.59</u>

<u>1979</u>			<u>1980</u>
	<u>CURRENT ASSETS</u>		
	Stock on Hand - at cost-		
7,984	Catering	7,683.23	
8,797	Bar	9,186.41	
9,499	Shop	<u>16,455.71</u>	33,325.35
8,007	Trade Debtors	9,504.09	
( 500)	<u>Less: Provision for Doubtful Debts</u>	<u>500.00</u>	9,004.09
784	Prepayments		970.74
	Cash at Bank - Commercial Bank of Australia Ltd. -		
681	Theatre Fund Account	681.28	
8,301	Capital Investment Account	16,508.57	
5,991	Current Account	14,433.00	
	Cash at Bank - Commercial Banking Co. of Sydney Ltd. -		
4,159	Current Account	<u>9,537.15</u>	41,160.00
2,249	Cash on Hand		1,190.26
<u>55,952</u>			<u>85,650.44</u>
<u>\$170,953</u>			<u>\$201,267.50</u>

THE UNIVERSITY OF WOLLONGONG UNION

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31st DECEMBER, 1980

<u>1979</u>		<u>1980</u>
14,253	Surplus for the Current Year	19,255.80
	<u>ADD: ABNORMAL ITEMS</u>	
-	Write back of depreciation over-provided in previous years (Note 4)	8,555.00
-	Rent received in 1980 in respect of 1978 and 1979 years	5,472.00
<hr/>		<hr/>
\$14,253		\$33,282.80
<hr/> <hr/>		<hr/> <hr/>

THE UNIVERSITY OF WOLLONGONG UNION

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31st DECEMBER, 1980

1979

1980

INCOME

183,361	Members' Fees	191,186.00	
245	Life Members	370.00	
492	Commissions	712.14	
1,925	Gown Hire	1,959.00	
7,794	Interest Received	8,379.43	
9,475	Recoup Wages	5,887.69	
63	Donations & Sundry Income	84.91	
887	Room Hire	403.79	
21,588	Sports Association Subvention	26,100.00	
2,079	Entertainment Machines	2,132.40	
8,114	Grant for Recreation Assistant	8,183.56	
6,862	Surplus transferred from Shop Trading	8,365.26	
22,408	Grant for Child Care wages	24,350.95	
-	Profit on Disposal of Assets	198.40	
-	Rent Received	<u>2,736.00</u>	
<u>265,293</u>			<u>281,049.53</u>

EXPENDITURE

<u>6,758</u>	Deficit transferred from Catering Services Trading		5,506.47
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GENERAL AND ADMINISTRATIVE EXPENSES

137,405	<u>Staff</u>		
137,405	Wages	151,437.27	
6,819	Payroll Tax	7,617.16	
4,566	Provision for Long Service Leave	7,735.47	
1,919	Compensation	2,887.77	
1,063	Superannuation	1,150.90	
812	Uniforms	<u>1,086.96</u>	
<u>152,584</u>			171,915.53
	<u>Office</u>		
2,377	Telephone	2,303.51	
1,616	Postage	1,964.73	
3,903	Printing & Stationery	<u>5,265.29</u>	
<u>7,896</u>			9,533.53
	<u>Maintenance</u>		
1,058	Security	1,197.43	
2,891	Cleaning	4,241.41	
4,696	Garbage	5,432.00	
11,780	Repairs & Maintenance	<u>13,464.30</u>	
<u>20,426</u>			24,335.14

<u>1979</u>		<u>1980</u>
	<u>Services</u>	
257	Union Catering	709.47
298	Newspapers & Periodicals	376.25
<u>317</u>	T.V. Hire	<u>316.80</u>
<u>872</u>		1,402.52
	<u>Activities</u>	
1,545	Clubs & Societies	1,749.10
<u>5,789</u>	Programmed Activities	<u>6,870.20</u>
<u>7,334</u>		8,619.30
	<u>Other Expenditure</u>	
266	Public Telephones	382.13
1,716	Audit Fees	1,950.00
27	Bad Debts written off	54.60
12,144	Depreciation	9,293.94
1,025	Insurances	960.99
400	Subscriptions	536.59
457	Travel Expenses	607.04
795	Sundry Administration Expenses	541.84
2,240	Child Care Expenses	1,803.16
22,408	Child Care Wages & Payroll Tax	24,350.95
10,000	Contribution to cost of Colonnade	-
<u>3,692</u>	Loss on disposal of assets	<u>-</u>
<u>55,170</u>		40,481.24
<u>\$251,040</u>		<u>\$261,793.73</u>
<u>\$ 14,253</u>	Surplus transferred to Accumulated Funds	<u>\$ 19,255.80</u>

TRADING STATEMENTSFOR THE YEAR ENDED 31st DECEMBER, 1980

<u>1979</u>		<u>1980</u>
	<b>1. <u>CATERING SERVICES</u></b>	
	<u>Bar Trading</u>	
89,502	Sales	122,652.26
<u>50,893</u>	Cost of Goods Sold	<u>64,426.87</u>
38,609		58,225.39
27,946	Wages	37,648.58
<u>1,712</u>	Payroll Tax	<u>2,275.32</u>
8,951	<u>Surplus on Bar Trading</u>	18,301.49
	<u>Function Trading</u>	
85,691	Food Sales	94,222.35
<u>26,684</u>	Liquor Sales	<u>31,680.74</u>
29,009		125,903.09
16,037	Food Costs	32,125.59
<u>16,037</u>	Liquor Costs	<u>19,105.32</u>
67,329		51,230.91
	Gross Profit	74,672.18
36,803	Function Labour Costs	41,370.12
<u>409</u>	Function Expenses	<u>1,044.54</u>
30,117	<u>Surplus on Function Trading</u>	42,414.66
	<u>Food Services Trading</u>	
12,858	Coffee Bar Sales	9,253.57
174,198	Servery	215,550.81
12,669	Takeaway	12,374.72
63,576	Bistro	82,384.67
<u>3,750</u>	Machines	<u>4,960.67</u>
267,051		324,524.44
<u>162,675</u>	Cost of Goods Sold	<u>199,013.37</u>
104,376	Gross Profit	125,511.07
118,262	Wages	145,545.45
<u>6,961</u>	Payroll Tax	<u>8,538.20</u>
( 20,847)	<u>Deficit on Food Trading</u>	154,083.65
\$ 18,221	Gross Profit from Catering Services	( 28,572.58)
	<u>Less: Catering Overheads</u>	
1,007	Gas	696.97
2,982	Laundry	4,547.83
4,588	Process Heating (Electricity)	6,677.16
7,707	Replacement of Crockery,	
1,828	Cutlery & Glassware	4,600.66
1,478	Sundries	1,333.05
1,799	Superannuation	1,420.80
1,501	Uniform Allowance	3,791.00
-	Uniforms	941.70
<u>2,089</u>	Vending Machine Hire	421.36
	Workers Compensation Insurance	<u>3,062.37</u>
		27,492.90
<u>\$( 6,758)</u>	Deficit from Catering Services transferred to Income and Expenditure Accounts	<u>\$( 5,506.47)</u>



<u>1979</u>			<u>1980</u>
	2. <u>SHOP TRADING</u>		
58,635	Sales		71,384.43
<u>39,839</u>	Cost of Goods sold		<u>49,392.25</u>
18,796	Gross Profit		21,992.18
11,187	Wages	12,942.12	
543	Payroll Tax	608.20	
<u>204</u>	Sundry Expenses	<u>76.60</u>	<u>13,626.92</u>
\$ 6,862	Surplus from Shop Trading transferred to Income and Expenditure Account		\$ <u>8,365.26</u>

THE UNIVERSITY OF WOLLONGONG UNION

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER,  
1980

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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.

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.

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.

2. A contingent liability exists re the purchase of bar equipment from Tooth & Co. Limited, initially for \$5,000, which is being repaid over ten years by way of a discount of five cents per gallon purchased. The amount of the contingency will be the balance of the \$5,000 unpaid at the end of each period.

3. ANNUAL DINNER

The Annual Dinner net cost is shown in Programmed Activities.

4. A full reconciliation of all plant and equipment was completed in 1980 which resulted in the necessity to write back depreciation over-provided in respect of previous years by \$8,555.00.



Peat, Marwick, Mitchell & Co.  
CHARTERED ACCOUNTANTS

Bank of New South Wales Building,  
111-113 Crown Street,  
WOLLONGONG. NSW 2500  
Telephone, (042) 29-2633  
Cables & Telegrams: VERITATEM  
P.O. Box 329 WOLLONGONG EAST

AUDITOR'S REPORT

We have examined the Books of Account and Vouchers of The University of Wollongong Union for the year ended 31st December, 1980 and have obtained all the information and explanations we have required.

In our opinion the attached Balance Sheet is properly drawn up so as to exhibit a true and correct view of the state of affairs of the Union at the date thereof, and the Income and Expenditure Accounts is properly drawn up to reflect the Revenue and Expenses for the year then ended, and is in accordance with the information given to us and the books of the Union.

*Peat, Marwick Mitchell & Co.*

PEAT, MARWICK, MITCHELL & CO.

*R. N. Greenwell*

Partner

CHARTERED ACCOUNTANTS

Registered under the Public  
Accountants Registration Act,  
1945, as amended.

WOLLONGONG - 17th February, 1981.

UNION ACTIVITIES

FIRST SESSION

- February 27 Orientation Week - Clubs and Societies Smorgasbord  
Lunch
- 28 EL PIFCO Rock Group - Evening entertainment in Union  
Southern Lounge
- March 4 CREATIVE DANCE Union/WEA Workshop commenced (one session  
per week, eight sessions). Lecturer - Ms. Jan Wright
- 4 STUDY TECHNIQUES WEA/Union Workshop commenced (three  
sessions). Lecturer - Mr. R. Hill
- UNIVERSITY OF NEW SOUTH WALES REGIMENT BAND - lunch-time  
recital
- 5 ERSATZ KITSCH Blues Band - Evening entertainment in Union  
Southern Lounge
- CROCHET WEA/Union Workshop commenced (one session per week,  
eight sessions). Lecturer - Mrs. G. Parry
- 11 LEATHERWORK Union/WEA Workshop commenced (one session per  
week, eight sessions). Lecturer - Mrs. Marilyn Jones
- TYPING Union Workshop commenced (two sessions per week, twelve  
sessions). Lecturer - Mrs. Jenny Hamilton
- HAVE FUN WITH ART WEA/Union Workshop commenced (one session  
per week, eight sessions). Lecturer - Mr. Reg. Harris
- 12 INTRODUCTION TO LAPIDARY WEA/Union Workshop commenced  
(one session per week, six sessions). Lecturer - Mrs. D.  
Sefton
- Lunchtime film 'San Francisco', Part I, sponsored by Union  
Activities Committee
- 13 Lunchtime film 'San Francisco', Part II, sponsored by Union  
Activities Committee
- 20 MOONSHINERS - Australian and Irish Traditional Music -  
Evening entertainment in the Union Southern Lounge
- 27 YOGA Union/WEA Workshop commenced (one session per week,  
eight sessions). Lecturer - Ms. Diane Bodle
- April 10 THE DEVILS - Evening entertainment in the Union Southern  
Lounge
- UNION ANNUAL GENERAL MEETING
- 16 Lunchtime film 'Singing in the Rain', Part I, sponsored by  
Union Activities Committee
- 17 Lunchtime film 'Singing in the Rain', Part II, sponsored by  
Union Activities Committee
- MOONSHINERS - Evening entertainment in the Union Southern  
Lounge
- 29 Second TYPING Union Workshop commenced ACS Building (two  
sessions per week, twelve sessions). Lecturer - Mrs.  
Jenny Hamilton

- May
- 1 - 2 G r a d u a t i o n D a y s
- 2 GRADUATION BALL, music to the LATIN BEATS
- 7 Union MARKET DAY, auctioneer, Mr. Martin Egan. Proceeds to Greenacres Association for the Handicapped
- 12 IMPROVE YOUR READING SPEED COURSE, in conjunction with the Improved Reading Centre, commenced (five sessions). Lecturer - Mr. John Eck
- 21 Lunctime film 'Marat Sade', Part I, sponsored by the Union Activities Committee
- 22 Lunctime film 'Marat Sade', Part II, sponsored by the Union Activities Committee
- NORTHERN BULLI COLLIERY BUSH BAND - Evening entertainment in Union Southern Lounge
- 26 - 30 Exhibition by WOLLONGONG HAND WEAVERS AND SPINNERS GROUP
- 27 Public Questions Forum - 'Unemployment'. Mr. Bill Kelly, State Fire Engine Drivers' and Firemen's Association. The forum was chaired by Mr. R. Markey, Department of General Studies and Mr. Martin Egan spoke about the TEAS campaign. Mr. Bruce Cawthorne sang beforehand.
- June
- 4 'POETRY AND SONG' - presented by Malcolm and Mary Black
- 5 ERSATZ KITSCH Blues Band - Evening entertainment in the Union Southern Lounge

SECOND SESSION

- July
- 15 CREATIVE DANCE Union Workshop commenced (one session per week, six sessions). Lecturer - Ms. Jan Wright
- 17 JAZZ QUARTET - Evening entertainment in the Union Southern Lounge
- 24 MOONSHINERS - Evening entertainment in the Union Southern Lounge
- 30 INTRODUCTORY PHOTOGRAPHY Union Workshop commenced (one session per week, four sessions). Lecturer - Murray Robinson
- 30 - 31 Lunctime film 'North by North-West', Parts I and II, sponsored by Union Activities Committee
- August
- 7 Lunctime entertainment by KINETIC ENERGY DANCE COMPANY
- THE PROTEENS - Evening entertainment in the Union Southern Lounge
- 14 NEONS - Evening entertainment in the Union Southern Lounge

- August 20 Union MARKET DAY, auctioneer, Mr. Martin Egan.  
Proceeds to Kids' Uni
- 25 - 29 VACATION SCHOOL - POTTERY Workshop - an introductory  
handbuilding Course to Pottery. Lecturer - Mrs.  
Anne Payne
- September 9 Lunchtime PIANO RECITAL by Andrew Snedden - sponsored  
by University Musical Society
- 9 TYPING Union Workshop commenced in ACS Building  
(two sessions per week, twelve sessions). Lecturer -  
Mrs. Jenny Hamilton
- 10 - 11 Lunchtime film 'Breakfast at Tiffanys', Parts I and II,  
sponsored by Union Activities Committee
- 11 SINGLES - Evening entertainment in the Union Southern  
Lounge
- YOGA Union Workshop commenced (one session per week,  
eight sessions). Lecturer - Ms. Diane Bodle
- 18 CIVILIANS - Evening entertainment in the Union Southern  
Lounge
- 19 UNION ANNUAL DINNER - Guest Speaker: Mr. R.J. Hawke,  
President, Australian Council of Trade Unions
- 22 - 29 University of Wollongong Camera Club SEVENTH ANNUAL  
PHOTOGRAPHIC EXHIBITION, opened by the former Secretary-  
Manager, Mrs. H. Susan Stevenson
- 25 HARDGRIND - Evening entertainment in the Union Southern  
Lounge
- Public Questions Forum - 'A Nuclear Free Pacific'.  
Speakers: Mr. J. Albertini, Hawaii Co-ordinator,  
Catholic Peace Education, Hilda Lini, Journalist,  
Feminist and sister of Father Lini, Prime Minister  
Vanuatu and Mr. J. Dombrowski, University Council  
Member. Folk-singer, Mr. Bruce Cawthorne, sang.
- October 2 Public Questions Forum - 'A Chance to Question  
the Candidates at Pre-Federal Election Forum'.  
Speakers: Paul McLean, State President,  
Australian Democrats and Senate Candidate for  
N.S.W., Meg Sampson, Australian Democrats Candidate  
for Cunningham and Liz Kirby, Senate Candidate for  
N.S.W.
- 7 'STRAIGHT AHEAD' Jazz Quartet - lunchtime entertainment  
sponsored by University Musical Society
- 9 Public Questions Forum - 'A Chance to Question  
the Candidates at Pre-Federal Election Forum'.  
Speakers: Peter Cockcroft, Communist Party of  
Australia Candidate for Cunningham, Andrew  
Jamieson, Socialist Workers' Party Candidate  
for Cunningham, Stan Woodbury, Socialist Party  
of Australia Senate Candidate for N.S.W., and  
Rudolf Dezelin, Independent (New Migrants' Group)  
Senate Candidate for N.S.W.

- October
- 9 THE INTROVERTS - Evening entertainment in the Union Southern Lounge
- 14 Lunchtime VIOLIN AND PIANO RECITAL by Richard Tognetti and Nan Price - sponsored by University Musical Society
- 15 - 16 Lunchtime film 'Kiss me Kate', Parts I and II, sponsored by Union Activities Committee
- 16 Public Questions Forum - 'A Chance to Question the Candidates at Pre-Federal Election Forum'. Speakers: Stewart West, MP, Labor Party Member for Cunningham and Tom Griffin, Liberal Party Candidate for Cunningham
- BOMBORA BROS - Evening entertainment in the Union Southern Lounge
- 21 Lunchtime VOCAL AND PIANO RECITAL by Michelle Eve (soprano) and Alice Fitzsummons (piano).
- Lecture 'The Working Poor' - Speaker: Mr. Justice Staples, Deputy President of the Commonwealth Conciliation and Arbitration Commission. The lecture was held in the Pentagon Lecture Theatre 1, under the joint auspices of the University's Public Questions Forum and Industrial Relations Programme
- 23 NORTH BULLI COLLIERY BUSH BAND - Evening entertainment in the Union Southern Lounge
- December
- 19 'KAPPIN HAND' BAND - Evening entertainment in the Union Southern Lounge

During 1980 the Film Group conducted 48 screenings in the Union.

## AFFILIATED CLUBS

At the beginning of the year there were twelve affiliated clubs, viz.: Camera Club, Debating Society, Drama Society, Film Group, French Club, Geographical Society, Geological Society, Historical Society, Italian Club, Metallurgical Society, Musical Society and the Parents' Club. No applications for new clubs for affiliation were received. The following affiliated clubs and societies have contributed reports of their activities.

### CAMERA CLUB - President: Murray Robinson

In 1980 the Camera Club continued to be active throughout the year as it has done since its foundation in 1974.

The most significant event has been the completion of the Camera Club's own darkroom in the Union Building. This has allowed for a dramatic increase in the level of usage over our previous "borrowed" premises. Our thanks once again go to the Union Staff for administering the darkroom usage.

The Camera Club held eight meetings throughout the year at which members were invited to submit prints and slides on specified topics. The best of these were judged at the final meeting to determine the print and slide of the year.

In September we presented the Seventh Annual Photographic Exhibition which was held in the Union Building. The quality of the prints and the presentation of these were both excellent.

Some members took advantage of the Union sponsored darkroom workshop which was conducted by a member of the Club.

The Club was able to supply members with photographic supplies and equipment through bulk purchasing.

Overall the Camera Club has had a successful year through the level and diversity of its activities.

### DRAMA SOCIETY - President: David Robbins

The Drama Society's second session activities were a mixed and varied lot, ranging from holding workshops to bringing a professional theatre company to the campus.

Two workshops were held which basically catered for society members. These were, a film-making workshop and a mime and movement workshop.

A highlight of the session was the Drama Society making professional theatre more accessible to the students and staff of Wollongong University when the Sydney-based Fata Margana Company staged two contemporary British one act plays, "The Immortalist" and "Ball Boys" in the Union Common Room. The Drama Society subsidised substantially the cost of the production to hold ticket prices at a rock bottom price of \$ 2. The night was a great success with the plays being enthusiastically received by the one hundred or so audience members.

For the past few years the final society activity of the year has been the staging of the University Revue. This was again the case in 1980 when the society combined with the English Department to present what would more accurately be termed, an evening of drama



rather than strictly a review. Items like Jean Claude Van Itallie's play "The Serpent" appeared alongside strictly home-grown (Wollongong) revue items such as the hilarious "Dante's Inferno" and "Wolly Gong".

FILM GROUP - Committee Member: Peter Castle

1980 proved to be the most successful year ever for the Film Group. There were 48 screenings throughout the year which attracted over 8,800 attendances. This enabled the Group to end the year in a very strong financial position. A new stereo sound system costing over \$ 10,000 has been purchased (in 1981) with this money, overcoming one of the major areas of complaint from patrons, namely the poor quality of sound reproduction. This installation will be eventually assisted by further modifications to the hall proper. If 1981 proves to be as successful as 1980, the Film Group will be able to tackle some of the other problem areas in presentation quality.

The Committee (Peter Castle, Steve Harrison, Ross Nealon and Ian Piper) thanks the small band of enthusiastic members who have assisted in operations during 1980.

To all our patrons, thank you for your support in 1980 and here's hoping that 1981 will be a great year for movies.

GEOLOGICAL SOCIETY - President: Adrian Hutton

During the year Geolsoc's activities included meetings and excursions. Average attendance at meetings were 15 and average attendance at excursions was 8. Guest speakers were invited to each meeting and each provided an interesting discourse on a topic usually related to their research interests.

Guests speakers were:-

April - Dr. Brian Jones and Aviars Depers  
May - Assoc. Prof. Chris Powell, Macquarie University  
August - Dr. Bruce Radke, Bureau of Mineral Resources  
September - Dr. Gary Powis, Esso Australia

Two weekend excursions were held and two one day excursions were organised with University staff. The latter were aimed at getting better liaison between courses and Geolsoc. The excursions were:-

April - Corunna Lake (weekend)  
- Woodlawn ore deposit (one day)  
May - Burragorang Coal Mine (one day)  
August - Kelly's Point (weekend)

During the year the main social function was the Annual Barbecue and wine bottling. Sales of wine covered expenses for this function.

In November the Geolsoc magazine was published and proved to be a success.

HISTORICAL SOCIETY - Secretary: Stuart Piggin

During 1980 the Historical Society adopted a new constitution. The Connor Memorial Lecture was also held. This function, held in the Union Hall, attracted 600 people. The lecture was given by Mr. R.J. Hawke. A copy of the lecture was sent to Mr. Hawke for his corrections with a view to publication. As yet no reply has been received from Mr. Hawke and so the society has not yet published volume 4 of its journal.

ITALIAN CLUB - President: Syd Bristow

1980 dawned brightly for the Italian Club. The election of officers was very soon followed by a barbecue in the National Park at Audley although this would have been more cosy had we been more specific as to which side of the creek was to be the venue.

A stunning blow to the Club and its members was occasioned by the resignation of Frank Carida as our President and, indeed, his complete withdrawal from the University.

Although we were able to see a number of films on Italy by courtesy of Alitalia, in the main, the activities which members attended were those sponsored by other groups such as the Wollongong Chapter of the Dante Alighieri and the Italian Institute of Culture, Sydney.

METALLURGICAL SOCIETY - President: R.J. Doherty

The 1980 general membership of the Metallurgical Society was 31. The Annual General Meeting was held on the evening of Tuesday, 18th March, at which office-bearers were elected.

It was successfully moved that the Metallurgical Society prize be removed from the list of academic awards and, in future, be awarded for outstanding contribution to non-academic aspects of campus life, including the Metallurgical Society, with eligible candidates having achieved adequate progress in subjects undertaken during the year.

The first social function of the year was a barbecue held in the Sports Pavilion on the evening of Friday, 11th April. The theme of the evening was "A Welcome to First Year Metallurgy Students", with all such students being admitted free. The response was good with a total of 60 people in attendance, including several First Year students, all of whom decided to join the Society.

To mark the end of Session 1, a barbecue was held in the Sports Pavilion on the evening of Friday, 4th July. The cold and windy night that prevailed did not dampen the spirits of the 35 people in attendance.

A presentation dinner, at which the 1979 Metallurgy prizes were presented, was held in the Union Bistro on the evening of Thursday, 21st August. Ross Smith received the Australian Iron & Steel Award, Dave Mellor the John Lysaght's Award and Lynann Clapham the Darryl Condon Memorial Prize. Mr. Bruce Barnsley (Manager, Technical Services, A.I. & S.) was in attendance to present his Company's award.

On Friday, 22nd August, a lunchtime barbecue was held with a good attendance by members.

The year's functions concluded with the Annual Dinner Dance which was held at Almonte's Restaurant on the evening of Friday, 31st October, with 58 people in attendance. During the course of the evening, the inaugural Metallurgy Society prize under the new conditions of its award was presented. The inaugural winner was Neil Kaye who received a fine set of wine glasses as a trophy.

Also, during this evening, the winner of the 1980 Trebor Snibor Prize was named. Once again, this traditional award was keenly contested with twelve final nominations. The judges' task was extremely difficult but, in the end, Dave Bendeich emerged as the winner.

It is felt that the Society made a move in the right direction by holding all 1980's functions as mixed functions.

The Society's newsletter, "Fine Focus", was published early in the year and was well received by both members and aspiring members.

Finally, I wish to extend my personal gratitude to the Patron, Committee and Membership for their very active support of the Society throughout 1980 and wish the incoming committee and the Society every success in 1981 and into the future.

#### MUSICAL SOCIETY - President: Abe Segal

Activities for 1980 were restricted to four concerts during second session.

These were:

- 9th September: Piano Recital by Andrew Snedden
- 7th October : Jazz Concert by "Straight-Ahead"
- 14th October : Violin and Piano Recital by Richard Tognetti and Nan Price
- 21st October : Vocal Recital by Michelle Eve and Alice Fitzsummons

It is planned to arrange several concerts on a regular basis during 1981.

#### PARENTS' CLUB - President: Kim Draisma

The child care facilities provided by the Parents' Club have become an essential service to many members of the University Union. The Child Care Centre operated from the Counselling Hut between January and August, and after that we made the big move to modern premises on the site of old Kids' Uni. After old Kids' Uni. was destroyed by fire, applications for funds were made to both Commonwealth and State Governments, but no funding was forthcoming.

Approximately 70 members of the Union were members of the Parents' Club in 1980. Of the 70 members approximately 95% were students at the University of Wollongong.

Kids' Uni. was open throughout the vacation breaks so that a continuous service was provided for students and staff. Kids' Uni. was closed from Christmas Eve till the first week in February to allow staff to take their annual vacation.

Kids' Uni. has a staff of five, four of whom work as casual staff members. Our Supervisor was trained as a Scottish Nursery Nurse, and is experienced with socially, intellectually and emotionally disadvantaged children. We will employ during 1981 a teacher with a diploma in early childhood education, to give our pre-schoolers a developmentally stimulating environment; she has three children of her own. We employ one general and midwifery trained nurse, and two general trained nurses. One of our nurses has two children, and two have five children each. Our staff with their combined practical experience through their family lives and formal training offer a warm happy environment coupled with professional care.

From the support given to us by the University, the Union, the Students' Representative Council and University Community in general, it is obvious that Kids' Uni. is regarded as an essential part of the University campus. In 1981 we hope that we will be able to continue to fulfil our aims and objectives by providing accessible child care on campus for student parents and Union members.

#### HONORARY LIFE MEMBERS

Honorary Life Members of the Union are: Dr. F.M. Matthews, Mr. I.L. Dunn and Mrs. H.S. Stevenson.

#### PERSONNEL

The full-time staff of the Union in 1980 (which provided services in addition to the Sports Association) comprised:

Accountant	Peter Bottele, BCom	
Secretary	Lorna Koetz	
Accounts Clerk	Mena Barrett	
Clerk/Stenographer	Shirley Withers	
Receptionist/Typist	Leigh Arndell	
Function/Bar Manager	Gerry Stuart-Street	( to 31.12.80)
Bar Stewardess	Pat Williams	
Barman/Cellarman	Colin Hardcastle	(from 26. 5.80)
Catering Supervisor	Val Barnhill	
Chef	Trevor Allen	
Assistant Chef	Sheila Park	
Apprentice Chef	Syd Knight	
Crew Chief	Mick Burling	
Attendant/Cleaner	Sid Bentley	
Attendant/Cleaner	Phil Schoupp	
Curator (seconded by University)	Bill Mintram	( to 30. 6.80)
Head Groundsman (seconded by University)	Harold Johnson	(from 5. 6.80)

In addition to the change in Secretary-Manager, the Union was also sad to lose the services of Mr. Gerry Stuart-Street as Function and Bar Manager. Mr. Stuart-Street, who decided to take an early retirement at the end of the year, was one of the Union's longest serving members of staff, having been appointed in February 1970, and had done much to build up the high reputation of the Union's function trade.

Another significant loss was caused by the retirement of Bill Mintram as Curator of Playing Fields in mid-year, after ten years of secondment to the Union and Sports Association by the University. During this period, largely through Bill's efforts, the Playing Fields were developed to a very high standard and are now considered amongst the best in the Illawarra.

During the early part of the year an organisational survey of Union staffing was carried out by Mr. C.R. Horne - a member of the University's academic staff with considerable experience in the field of management consultancy - and arising out of his report the Board decided to create a full-time post of Cellarman-Barman. The Union was pleased to obtain the services of Mr. Colin Hardcastle with effect from 26th May 1980 for this position.

#### CONCLUDING COMMENTS

At the end of 1980 the Union stands poised for an interesting period in its history. The past five or six years have been marked by major developments in the Union's growth, in keeping with the early years of a new University, which have seen the Union Building progressively expanded and a basic range of Union services established. All indicators, however, would suggest that this phase of rapid initial growth is now coming to an end, and in the foreseeable future it would appear highly unlikely that any funding will be available for sizable additions to the Union facilities or for major expansion of services.

The lack of any immediate prospect for growth, however, should not be taken as a sign that no prospect for development exists. It is indeed at just such a point where an organisation passes from youthful growth to mature stability that important opportunities exist for re-examining existing policies and goals and for re-directing efforts for the future.

During 1981 the Union, therefore, has the exciting and challenging opportunity not only of reviewing its current range of services and use of facilities to ascertain whether they satisfy the identifiable requirements of the membership in the 1980's, but also of reconsidering the whole range of ways in which the Union can play an essential role in the life of the University.

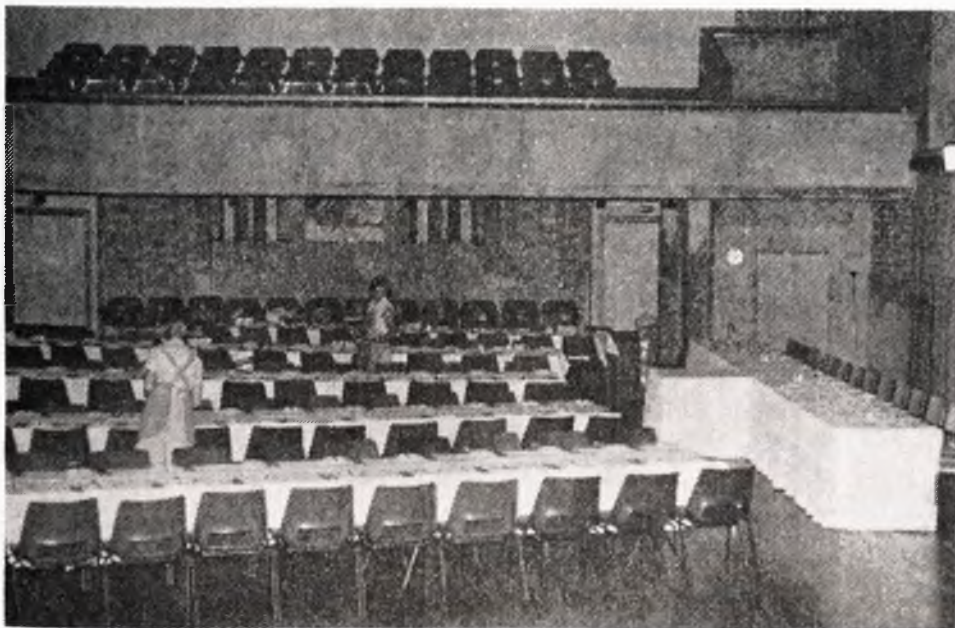
On behalf of the Board of Management

J.D. BLACK  
Chairperson

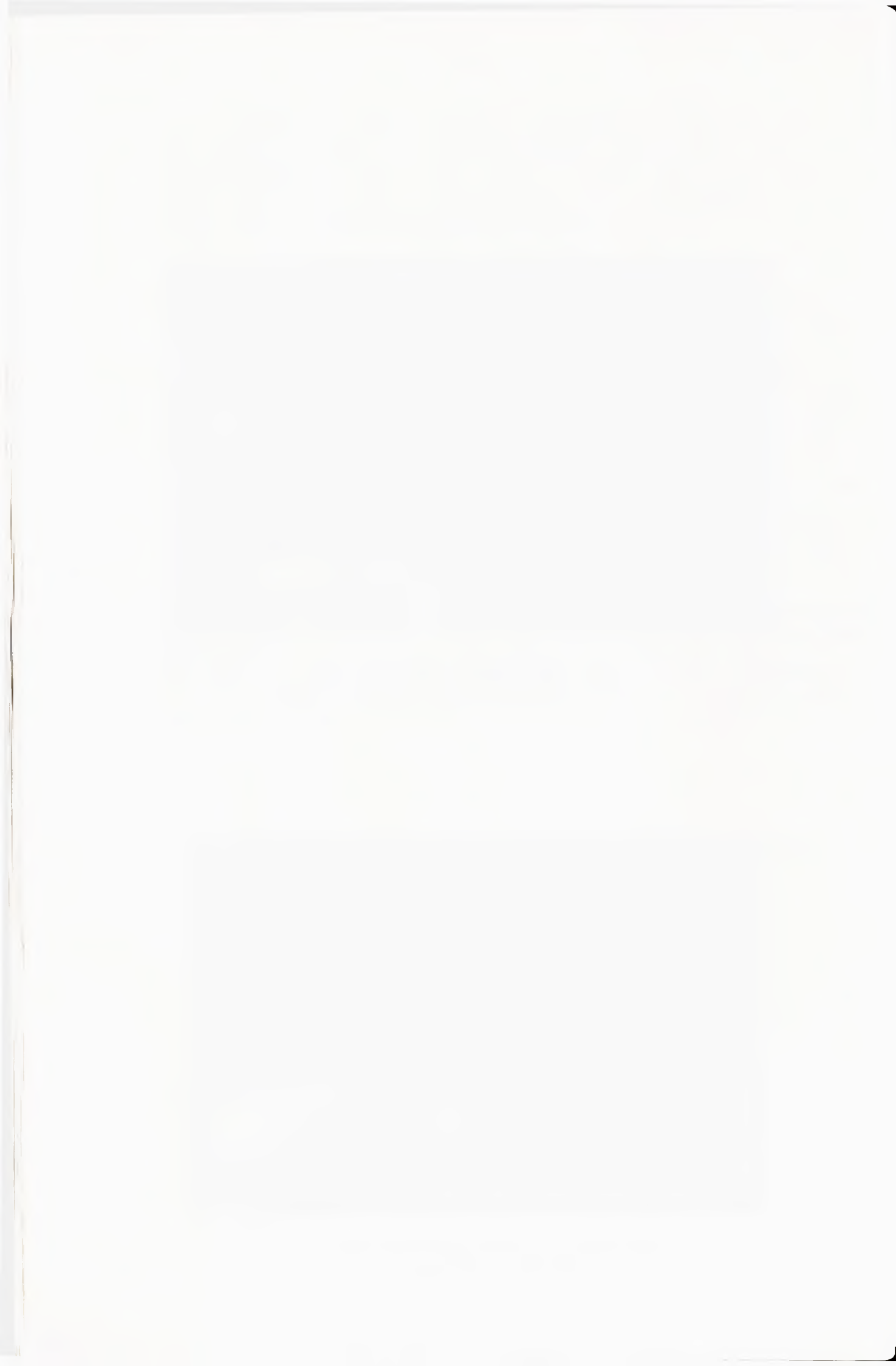
17th February 1981



*The Union Bar in use*



*The Union Hall being prepared for a private function*



## THE UNIVERSITY OF WOLLONGONG UNION

### C O N S T I T U T I O N

#### Preamble

1. There shall be a University of Wollongong Union which shall be an integral part of the University of Wollongong, subject to its Act, Regulations, By-laws and Resolutions of its Council.

#### Objects

2. The objects of the Union shall be:
  - (a) to create opportunities to encourage the development of social and intellectual intercourse between members of the Union;
  - (b) to provide premises and other amenities which shall be the common meeting ground and social centre for members of the Union;
  - (c) to provide facilities for the refreshment, entertainment, recreation and convenience of members of the Union;
  - (d) to provide facilities for the use of the Council as the Council may require;
  - (e) to secure the co-operation of members of the Union in furthering the interests of the University; and
  - (f) generally to organize and direct such activities as may be deemed appropriate for giving expression to the interests of members of the Union, or for carrying out any of the objects aforesaid.

#### Membership

- 3.1. The following shall be eligible for membership of the Union:
  - (a) members of the University;
  - (b) such other person or persons as may be recommended by the Board and agreed by the Council and shall become members on payment of the prescribed subscription.
- 3.2. Notwithstanding the generality of clause 3.1. all persons employed by the University, including those employed within the University Union, other than those who are registered students, shall *ipso facto* become members of the Union for the period of such employment. It shall be the responsibility of the Vice-Chancellor to provide the Secretary-Manager with a nominal roll of all such employed persons and to keep the roll up-to-date by amendment regularly.
- 3.3. Honorary membership of the Union may be conferred on such persons as the Board may recommend and the Council approve.
- 3.4. Life membership of the Union may be conferred on such persons or classes of persons and on such conditions as the Board may recommend and the Council approve.



### Subscriptions

4. A subscription shall be paid in such sum or sums for varying groups of members as the Council may determine on the recommendation of the Board from time to time.

### Secretary-Manager

5. There shall be a Secretary-Manager of the Union who shall be chief executive officer of the Board. The Secretary-Manager shall be appointed by the Council. The Secretary-Manager on appointment shall become an officer of the University, a member of the Union and a member of the Board. The Council will invite the Chairperson of the Union to participate in the selection procedure for the Secretary-Manager.

### Union Board

- 6.1. The Board shall consist of fifteen persons who shall be members or life members of the Union, as follows:
  - (a) four persons, nominated by Council and who shall serve for one year from the first Board meeting in September each year;
  - (b) ten persons elected by the members and life members of the Union for a period of two years such that five persons are elected each year;
  - (c) the Secretary-Manager.
- 6.2. The elections to fill the positions created by Clause 6.1.(b) above shall be held annually and during the academic year not earlier than the third Tuesday in August and not later than the second Tuesday in September in accordance with a procedure to be prescribed by the Board. The Secretary-Manager shall be the returning officer. The Board's annual term of office shall run from the Board meeting next succeeding these annual elections at which it shall be deemed to be fully reconstituted, until the corresponding Board meeting a year later.

### Provisions Relating to Board Membership

- 7.1. The Office of a member of the Board shall be deemed to have been vacated if such member:
  - (a) dies, or
  - (b) resigns office by writing addressed to the Chairperson, or
  - (c) is absent from three consecutive meetings of the Board without the leave of the Board, or
  - (d) is convicted of a felony.
- 7.2. If a vacancy occurs in respect of a person appointed under Clauses 6.1.(a) or 6.1.(c) the vacancy shall be filled by the Council. If a vacancy occurs in respect of a person

7.2.(Cont.)

elected in accordance with Clause 6.1.(b) an election shall be held for a replacement within 14 days of the Board declaring the vacancy to occur provided that if there is less than 21 days between the declaration and the end of the then existing academic session or term the election shall be held not less than 14 days nor more than 21 days after the commencement of the next academic session or term. And provided further that if the vacancy is declared during an academic recess or vacation the election shall be held not less than 14 days nor more than 21 days after the commencement of the next academic session or term.

7.3 The Board may act notwithstanding any vacancy in its membership.

7.4. Board members elected or nominated shall continue in office until their successors shall have been elected or nominated.

Chairperson and Deputy Chairperson

8.1. The Board shall at its first meeting after being fully reconstituted each year, and in the event of a vacancy occurring as soon as practicable after the occurrence of such vacancy, elect from its members a chairperson and deputy chairperson.

8.2. Eight members of the Board (one of whom shall be the Chairperson or Deputy Chairperson) at any duly convened meeting of the Board shall form a quorum.

Chairperson's Casting Vote

9. The person being chairperson or acting as such shall have a vote and, in the event of an equality of votes, shall have a casting vote.

Honorary Secretary and Honorary Treasurer

10. The Board shall elect from its members or at its discretion may co-opt such person or persons as it may deem fit to be Honorary Secretary and or Honorary Treasurer. No co-opted office-bearer shall have a right to vote.

Auditors

11. The Board shall appoint annually a legally qualified Auditor or Auditors.

Duties of Board

12. The Board shall:

- (a) meet not less than six times per annum; and
- (b) cause proper accounts to be kept and audited; and

12.(Cont.)

- (c) make an annual report to the Council on the control and management of the Union, on its annual accounts, and on any other matter which in its opinion should be reported upon as touching the interests of the Union, and present an audited statement of accounts and an audited balance sheet. Copies thereof shall be made available to members at the office of the Union seven days prior to the annual general meeting each year.

Powers of Board re Property etc.

13. The Board shall have power to acquire and dispose of property; to expend moneys and to invest moneys in trustee investments and permanent building societies; to borrow on assets and on the security of future revenue; to enter into contracts; and generally shall have the control of the affairs, concerns and property of the Union, except that where the Board wishes to dispose of real property, or to borrow money such action shall require the prior approval of the Council.

Employees of Board

14. The Board may appoint or dismiss servants or employees necessary or desirable for the management control or maintenance of the Union.

Finance Committee

15. The Board may appoint from its members a Finance Committee consisting of the Chairperson, the Deputy Chairperson, the officer appointed under 6.1.(c), and the Honorary Treasurer. Such committee shall, subject to the direction and control of the Board, have the management of the financial affairs of the Union. Two members thereof shall form a quorum.

Power to Affiliate

16. The Board shall have power to affiliate any society, association or organization of graduates, undergraduates, or staff of the University on such conditions as seem fit to the Board.

General Meetings

- 17.1. A general meeting of the members of the Union shall be held not later than the end of the seventh week of each academic year. The annual report and audited balance sheet shall be made available to members not less than seven days before this meeting and shall be presented by the Board at this meeting. Other general meetings shall be held at such times (except during vacations) as may be determined by the Board or in accordance with Clause 17.2. Not less than fourteen days notice shall be given of all general meetings and of the nature of the business to be transacted thereat; such notice shall be given by advertisement on the notice board of the Union and in such other manner as the Board may determine.

17.1. (Cont.)

A quorum at a general meeting shall be not less than twenty-one members or life members. A general meeting may consider any matter relating to the Union and make representations to the Board on any such matter which shall be considered by the Board at its next meeting.

17.2. Upon receipt of a typewritten request, signed by not less than twenty members of the Union, for a general meeting to be held, (such request to state the motion to be considered and to include the manuscript signatures against the typewritten names of those requesting the general meeting); the Secretary-Manager shall proceed as follows:

(a) inform members of the Board of the request and of its details;

(b) convene a general meeting within four weeks of the receipt of the request to consider the motions.

17.3. A general meeting of members may make recommendations to the Board which shall be considered at the next Board meeting.

Breaches of Rules

18. The Board shall have power to call upon any member of the Union who has been responsible for damage to any property of the Union or over which the Union has the management or control or who has committed a breach of the Rules to explain such conduct. If no satisfactory explanation be given within 14 days of that person being called upon to do so, the Board may direct that one or more of the following actions be taken:

(a) that such member be denied the privileges of membership and access to any or all the facilities of the Union for such time as the Board may think fit;

(b) that such member meet the cost of repair or replacement of the property damaged;

(c) that details of the matter be transmitted to the Vice-Chancellor.

Termination of Membership

19. The Board shall have power to terminate the membership of any member of the Union whose subscription is more than three months in arrears.

Budget

20. The Board shall prepare and submit annually to the Council for approval a budget covering its operations for the coming financial year. The Board shall not depart from this approved budget in the conduct of its affairs without approval of the Council.

Amendments and Additions to the Constitution

21. Upon the recommendations of the Board, amendments and additions to the Constitution shall be submitted to Council for approval after being approved by a two-thirds majority of a general meeting of Union members.

001  
19th February, 1980.

