

UTS Haberfield Club Ltd

Information for the position of Elected Board Director

This paper is designed to assist with the understanding of the role of the elected member position on the UTS Haberfield Club Board (the Board).

The Board is comprised of nine members, one of which is elected from the membership of the UTS Haberfield Club Ltd (the Club). The Board composition provides the Club with an appropriate level of autonomy and expertise and a model of the Haberfield Club Board can be found below.

Haberfield Board

ActivateUTS Board Executive (6)
Independent Director (appointed
by the ActivateUTS Board)
Rowing Club Representative
Hab Club Representative
(elected)
General Manager (attending)
ActivateUTS CFO (attending)

Points to Note on the Board Composition

- The ActivateUTS Board Executive is comprised of the following:
 - Chair of the Board (who will be the Chair of the Haberfield Club Board)
 - CEO, ActivateUTS
 - President, ActivateUTS
 - 2 other ActivateUTS Board members, elected by ActivateUTS.
- The Board will have the necessary skill set and expertise provided by GM and 'independent' board member from the industry. The appointment of an independent director, by the ActivateUTS Board is allowed under the Registered Clubs act (30 (b) (i)).
- ActivateUTS continues to draft and manage the financial accounts of the Club and as such the ActivateUTS CFO will be in attendance at all Haberfield Board Meetings.

A pivotal role of the Board is to provide leadership in the development and execution of the Clubs strategic plan, ultimately ensuring it remains a vibrant and sustainable business operation.

It is expected that the Board will meet monthly and conduct the following business:

- Review and monitor, at a high level, all business of the Club, including but not limited to:
 - Financial reports and monthly accounts;
 - Poker machine reports;
 - General Managers reports;
 - The Clubs strategic direction and relevant supporting information; and
 - Capital works and asset management.
 - All other business deemed necessary by the Board.

Elected member – Broad Tasks and Duties

It is expected that the elected member from the Club will possess the skills, knowledge and understanding, to contribute effectively to the areas of Board discussion outlined above. All Directors will undertake mandatory directors training, provided by Clubs NSW's Director's Pathway Program, however it is also expected that the elected member will understand the overarching regulations of the corporations act, specifically relating to directors duties. It is preferred that the elected member have had previous board experience and possesses sound business acumen.

The Elected Member will be invited to provide a verbal report at each Board meeting, should they wish. It is preferable that this member be someone who utilises all club facilities regularly and is a voice for the membership of the Club. This may include speaking in an informal capacity with members about their club experience.

Elizabeth Brett
Chief Executive Officer
ActivateUTS