Recitals-

A. In 1999 and subsequently, the University conducted a public appeal in memory of Bronwyn Jane Adams late of Camberwell, Victoria to commemorate her outstanding contribution to others as an exemplar of best practice in modern university management.

B. Bronwyn Adams was executive manager, school of Chemistry from 1991 to 1993 and general manager, faculty of Education from 1993 until 1996. She died on 5 February 1999.

C. The University invited donations from within and outside the University by letter dated 15 November 1999 (‘first appeal letter’), which stated-

‘… a trust is to be established, called the Bronwyn Jane Adams Memorial Trust. This will provide recognition and assistance to selected administrative staff of the University of Melbourne. Specifically, the Trust will provide financial assistance to outstanding general staff to enable them to pursue a worthwhile activity in relation to their work … provided there are sufficient funds, it is proposed that one award be made on an annual basis.’

D. The University invited further donations from within the University by letter dated 6 November 2000 (‘second appeal letter’), which stated that the Bronwyn Jane Adams Memorial Trust-

‘is to provide recognition and assistance to outstanding general staff to enable them to pursue a worthwhile activity in relation to their work … It was hoped that at least one award would be made on an annual basis drawing on the accrued interest in the Fund.’

E. Family, friends and colleagues of Bronwyn Adams donated the sum of $71,989 to the appeal (‘donations’) and further sums may be donated to the appeal from time to time.

F. The University accepted the donations upon the trusts specified in the first appeal letter and the second appeal letter (‘appeal letters’), and the donations therefore became the capital subject to those trusts (‘capital sum’).

G. In 1999 and 2000 the expressions ‘general staff’ and ‘administrative staff’ were both used to describe all staff of the University who were non-academic staff. The expression ‘professional staff’ is now used by the University to describe all staff of the University who are non-academic staff.

H. This University trust record records-

(1) the trusts specified in the appeal letters upon which the University as trustee holds the capital sum; and
the administrative arrangements for the implementation of those trusts, as determined by the University from time to time.

It is provided as follows-

**Name of the fund**
1. The capital sum, all income arising from the capital sum, and any accumulations and additions thereto together form a fund called ‘The Bronwyn Jane Adams Memorial Trust Fund’ (‘fund’).

**Investment of the fund**
2. The fund is to be paid into one or more investment pools and remain there until Council directs otherwise.

**Trust terms**
3. As trustee of the fund the University is obliged by the trusts upon which the University accepted the donations (‘trust terms’) -
   (1) to name the fund ‘The Bronwyn Jane Adams Memorial Trust Fund’;
   (2) to establish a perpetual fund;
   (3) to preserve the capital of the fund, meaning that the capital of the fund is not to be spent;
   (4) to apply all or part of the net annual income of the fund to make annually one or more awards to a member of professional staff of the University (‘award’); and
   (5) to make each award to a member of professional staff of the University to enable the recipient to pursue a worthwhile activity in relation to his or her work.

**Administrative arrangements**
4. Until its further determination, and in order to implement the trust terms, the University has determined-
   (1) to call each of the awards ‘The Bronwyn Jane Adams Memorial Award’;
   (2) to make each of the awards to a member of professional staff of the University selected by The Bronwyn Jane Adams Memorial Awards Committee (‘committee’);
   (3) that the value of each award is to be determined by the committee but is not to exceed the available income of the fund;
   (4) that the committee is to have the following members-
      (a) the senior vice-principal or a person nominated by the senior vice-principal, who is chairperson of the committee;
(b) the vice-principal (human resources) or a person nominated by the vice-principal (human resources);

(c) two faculty general managers; and

(d) a representative of the family of Bronwyn Adams, if the family wishes to be represented on the committee; and

(5) if in any year there is unspent net annual income of the fund, to retain it as income for the making of the award in a subsequent year.

5. Council hereby authorises the senior vice-principal or their nominee to make each award on behalf of the University.

[Revoked and remade 16/3/09; revoked as a Regulation and certified as a University trust record 26/5/10]