

Agenda for committee meeting 18th June 2019

Open ; 1 05

Here: Nadia, Katherine, Georgia, Will, Neville

Absent: Elly, Papasergio

Late: Annique, Merlin née Finley

1. Reports

- a. President
 - i. Survived exams, looking forward to Winter projects
- b. Vice President
 - i. Camp ruminations, mib emp, clear up gossip pages but ucc was down
- c. Secretary
 - i. Mib marathon, ran unisfa goes to mib, organised sci-fi sundowner
- d. Treasurer
 - i. Reading regs, guild policies
 - 1. Interrupted by minecraft bs
- e. Librarian
 - i. Library things- attempting to organise library, ideas for compactus fixing and removals process
- f. Fresher Representative
- g. OCM alpha
 - i. Exams happened and helped with sundowner
- h. OCM no. 1
- i. OCM of screenings: absent
 - i. Screenings are progressing and Surrealism is happening

2. Events Debriefs

- a. Quiz night
 - i. Final wrap up and money dist tbd
- b. Sun-downer
 - i. It was good, people enjoyed themselves
 - ii. There were some organisational issues
 - iii. Money on raffle spend money on more chocolate
 - 1. Finances: budget not good (profit and expenditure ½ of expected except we can't total it up)
 - 2. Re need to reimburse people (Cam for ice)
 - 3. We didn't have a float but we used the room box (but it wasn't counted) ie money handling poor (not having enough time to sort all issues out)
 - 4. Borrow eftpos machines from guild in the future @Will: Remember @camp
 - 5. Drinks were ok overall but we had too much
 - 6. Food/raffle: wasn't advertised within event well (hardly any ppl bought tix)- ppl weren't interested in it (lets just not do a raffle)
 - 7. Balloons didn't work

- 8. Up entry price next time
- 9. It's a good event for less engaging members
- 10. Should we do it next year? Yes! It's a big improvement on the easter picnic (Sci-fi sundowner) do it at a different time in the year? Perhaps in midsem break is best or just before exams!
- 11. @will handover doc for
- c. Men in Black
 - i. Was a fun event

3. Upcoming Events

- a. UniSFA goes to Scitech after dark
 - i. EMP is done, is on Saturday, not sure how good attendance will be bc its unigames camp
- b. UniSFA goes
 - i. Ice skating
 - 1. As part of Xmas in July @begining of sem!
 - 2. 26th/27th July
 - ii. Escape Room
 - 1. Annique @look into
 - iii. Movie Marathons
 - 1. Easy to organise? Descendants (top from poll)
- c. Camp
 - i. Venue- Manjedal Book (clarified issues), we can pay deposit within 5 days of booked- docs are on camp folder
 - ii. Itinerary- to do now: pick main events n what days
 - 1. We did a spreadsheet of planning
 - iii. EMP tbd @Start of July: advertise week 1 or 2 next sem
 - iv. EMP ready @end of this month @Will
- d. OGM- TBD

4. On-The-Radar events- to assign reps next meeting

- a. Charity Vigil
 - i. Have spoken to other presidents, sometime in Sept
 - ii. Usually first weekend before mid-sem break
- b. Relay for Life
 - i. 12th October
- c. Halloween
 - i. TBD, to assign next meeting
- d. Summer LARP*
 - i. Prev discussed, we were vaguely keen/uncertain
 - ii. Nadia and Annique have the info
 - 1. Nadia: LAST YEAR: 7 ppl involved, 4 ppl had a bad time with organisation, There's a lot of work to do consistently
 - 2. Organising members who have had a bad time TM

3. Annique: keen for a well run larp- wants nothing to do with system that was used last year- keen to have a meeting with unigames
4. We are not keen if its run like last year
 - a. Convolved Rules
5. In order for UniSFA to look @event- we need Very Clear points of difference and clear timeline for us to even be involved in the event
 - a. Points of interest: people organising it need to be invested
 - b. We need to address burnout @larp
 - c. Need to clearly have a protocol for Mitigating
6. LARP: Potentially: only if organisation is decent
 - a. LARP: Sci-fi renaissance faire?

5. Tenancy

- a. Rug
 - i. Has been taped down!
- b. Elevator meeting upcoming
 - i. Katherine making that happen (other Cam hall presidents- elevator subcommittee)- Nadia/Neville
 - ii. Open subcommittee meeting, come as a concerned citizen
- c. Bins and waste
 - i. Switching recycle and rubbish
 - ii. Compost bin/environment dept- @katherine to contact
- d. Vacuuming
 - i. Vacuum when you can plan not working.
 - ii. Advertising the free drinks for vacuuming more (Boost!)
 - iii. Discuss with the ccc more ways to incentivise vacuum
 1. @Katherine

6. Communication

- a. Mailing lists
 - i. @Tbd this weekend @Georgia
- b. Old Website clean up
 - i. UCC was down
- c. Facebook group
 - i. Less reliance on the group @communication with our members because some don't have
 - ii. Make it clearer in emails @events
 - iii. UniSFA Digest Weekly
- d. Facebook page: we don't really use it that much as opposed to group and think we should
 - i. More official and open with members with people not necessarily in the group (our external social media face) and group (internal social media face)

- ii. We prob just don't use it enough
- iii. We shouldn't advertise too many events on group bc it fucks up the algorithm
- iv. This week in UniSFA to group! @Merlin to post
- v. Mailchimp and Triboking/Eventbrite good events
- vi. Communication discussion to have at OGM/our social media?

7. Melissa@netexperts.com.au- can help us @communication

We could potentially have exec position co

- a. Facebook page
- b. Discord- functioning
- c. Twitter- not happening rn (shelving)
- d. Instagram- is happening and engagement of non members
- e. Current website updates

8. Finance

- a. Current Balance
 - i. 9057.42
- b. Purchases
 - i. Rug tape done and things from last week
- c. Money Flow
 - i. \$990 for camp deposit to go out tomorrow
 - ii. 97.5 in
- d. Grant progress
- e. @Nadia: poll what food people want regularly

9. Library

- a. Big winter projects
 - i. TLDR: Library organisation is garbage
 - 1. Reorganise compactus
 - a. It's not alphabetical and confusing
 - 2. Fix library labels
 - 3. Make poster for categories/search in Koha
 Other potential projects:
 - 4. Koha: add publishing dates to books and put oldest dates in compactus
 - 5. Insta: book recommendations of books we have in our library
 - 6. Replacement of bookshelves and space reorganisation
 - a. Custom shelves for up to windows
 - b. @Katherine have a meeting with Neville re: library organisation

10. General Business

- a. Closed section
 - i. Motion to close room @4:41pm
 - ii. Motion to re-open 5:08pm
 - 1. Both unan.

- b. Advertisement of committee meeting times to members
 - i. We are going to advertise meetings via Facebook events now so ppl know when our meetings are
- c. Finance regulations
 - i. "Spending of up to \$300 on "X" can occur without consulting committee at the discretion of the Treasurer. These purchases may still be subject to review by committee."
 - 1. x. (vague) consumables
 - 2. 2. (more specific - my preference) Items to be sold in clubroom and related items, stationery, and cleaning supplies
 - 3. Food runs
 - ii. The treasurer has ongoing implicit approval to purchase/reimburse food run
 - iii. The fact that committee discusses food runs in meeting as a duty of treasurer= authorization thus is constitutional
 - iv. We don't need this finance reg.
- d. Resignation of first year representative
 - i. We wish you the best Amy!
 - ii. TBD
 - iii. Form for submission to send out to Freshers
- e. Sem grants for library: we should use prev. library grants for book-buys
 - i. \$900 sem 2 grant

@nadia how much is sem 2 2018 grant? (find)

@All Upload First aid, RSA, food safety, Bronze medallion

Meeting closed 5:33pm