

Agenda for AUScA General Committee Meeting – 6pm, Wednesday 21<sup>st</sup> March 2018  
Hub Room 354

Chair: Kelly Macdonald/ chair changed to Robyn Stevenson at 6:16pm

Minutes: Imogen Winsborough

Attendance: Phil Grace, Darcy Watson, Jack McAuliffe, Jamie Bridger, Declan Price-Brooks,  
Alex Wheatley, Martyn Davidson

Apologies: Bianca Main, Georgia Bolingbroke

## **Outline**

1. Welcome
2. Committee Communication
3. Meeting Availability
4. Committee Profile
5. AUScA BBQ
6. SciBall
7. Semester 1 Pub Crawl
8. Mentoring BBQ
9. Questions without notice

## **The Down Low**

### **1. Welcome**

A run down of what the committee is all about and a few expectations of our new committee members.

This year Kelly wants to focus on getting members involved in the community as well as keeping up our social side of the club.

It is expected that we can all attend meetings fortnightly. If you can not attend it is expected that you will make yourself know as an apology.

### **2. Committee communication**

In previous years the Slack app has been used as a means of communication between the committee as it provides a platform to have multiple channels/ conversation running at once about particular topic. However, the app is not always the easiest to use and its easy to forget to check the app, this makes it difficult to schedule meetings. Facebook is also an easy form of communication.

It is proposed that the committee discusses which form of communication they would prefer to use and which platform (Slack or Facebook) the committee uses as its main form of communication.

After a discussion arguing both forms of communication Slack is favoured as the primary form of communication. Slack is an effective app to help keep track of everything happening within the committee. However to ensure everyone stays up to date on events announcements will be made on the facebook group. Facebook is

to primarily be used by Imogen and Kelly to make announcements, other committee members are asked to post queries on the slack channels.

### **3. Meeting availability**

A day needs to be set for which the committee can hold its meeting every fortnight. It is proposed by Imogen that we hold the meetings on alternating days to ensure all committee members can make it to meetings. From conversations with a few members Mondays and Wednesdays at 6pm are proving to be ideal times.

It was moved that meetings be held every other Wednesday at 6pm regardless of those members that cannot make meetings of these days as it is the most suitable day for the majority of the committee.

Moved by Declan, Seconded by Robyn. Favoured by all, opposed by none.

### **4. Committee Profile**

On AUScA's website there is a section on committee profiles. Every member is urged to write a bit about themselves and their position within the committee.

To get an idea of what needs to be written you can look at the current profiles on the AUScA website to get an idea of the layout. Once profiles are completed please send them to the communications officers; Jamie and Alex.

### **5. AUScA BBQ**

Next Thursday (29th March) we will be holding a BBQ on the Maths Lawns. For the BBQ we need to; Book the lawns, decide upon the times that the BBQ will run from and to (previously 10-4, 11-3), decide upon pricing for non-members/ enforce buying membership, also decide upon pricing of drinks for members (if any charge).

Drinks have previously been \$1 for members and non-members and sausages/ vegan options have been \$2.

Moved that members receive one free drink only and the price for non-members goes up to \$2.

Moved by Robyn, seconded by Phil. Favoured by all, opposed by none.

A roster also needs to be made for what times each of us will be able to help out, a doodle poll will be posted in the slack general channel.

A few things that need to be covered at the BBQ; Food preparation, Cooking, membership checking, sale of pubcrawl shirts and new memberships

Equipment we'll need;

- Marquee & table (x2) through the Union
- Eskies through the Faculty

- BBQ: utensils, gas through Union. BBQ can also be acquired from Geo and Adelaide clubs.
- AUScA owns lighter
- Music (playlist & speakers?)

Food we'll need;

- Sausages (vegie & vegan options), bread, onion, sauces, napkins, drinks, ice
- Food options: Halal sausages (from coles), Bubble and Squeak for vegan option.  
Those that are cooking should be made aware of different foods.

Jack will supply speakers. Declan will supply Spotify playlist.

*It is moved that \$250 from the AUScA budget be spent upon hire of the BBQ equipment and food for the BBQ.*

Moved by Robyn, seconded with amendment by Declan. Favoured by all, opposed by none.

## 6. SciBall

The previous committee decided upon holding this years SciBall at the Hotel Grand Chancellor on Saturday the 2<sup>nd</sup> of June.

A description of the venue posted by Kelly to last years committee;

The Hotel Grand Chancellor: The interior is lovely. We'll get access to basically all of the mezzanine, separate from other hotel guests. The area is accessible via stairs or a lift. There is a smaller area just outside the function room which we can use as a meeting/pre-drink space. The toilets are along one of the walls of this space. Included in the cost, Leanne will organise to have a stage and dance floor set up and we can choose the table decor - table cloths/napkin colour, centrepieces (also at no extra cost). \*We would bring our banners and can set up one at the base of the stairs and one in the function room\*. They are happy to work around any dietary requirements - we would pre-warn them, then on the night they would ask each table to identify which guests have which requirements (they already have a system in place for this). The lighting can be tailored for us and adjusted during the night. They will set up a small bar at the back of the room for us where guests can purchase their own drinks (we get to choose what is available at the bar).

Declan moved that VP be head of Sci ball committee. Seconded by Darcy. Favoured by most, opposed by Robyn.

It was moved that a SciBall committee be formed with Robyn as officer of subcommittee. Moved by Declan, Seconded by Robyn. Favoured by all, opposed by none.

Volunteers to be members of the SciBall subcommittee: Declan, Phil, Imogen, Darcy and Kelly.

Noted that officer needs to write reports during subcommittee meeting to bring back to committee meetings.

## **7. Semester 1 Pub Crawl**

The theme decided upon for the first pub crawl was proper lab attire, the following is the shirt design decided upon.

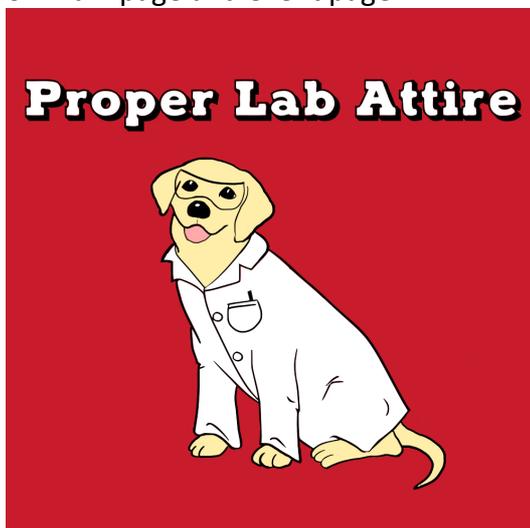
The previous head of the Pub Crawl subcommittee has filled Alex, one of the communications officers, in on all the details that had been sorted out by last years committee.

Every Pub besides London and Stag confirmed. Zambrero has been contacted, Grilld and Schnit House and HJ's are to be contacted.

Shirt company have been contacted.

Police have been informed. Risk assessment has been completed. Volunteers are needed to fill in as responsible people. A request with Red Frogs has been made to come to the pub crawl. They are a free organisation that monitor those on the pub crawl.

Hub stall needs to be booked for shirt sales. A tap and pay machine has been setup for use during sales, can be set up with an app. Needs to be advertised on facebook on main page and event page.



## **8. Questions without notice**

Kelly will be away from the 31<sup>st</sup> March. Robyn and Imogen will also be away. Declan is next in line to act as president. He would like to voice his distaste in this decision.

It is moved that Declan be appointed acting President. Moved by Kelly, seconded by Phil. Favoured by most, Opposed by Declan.

### Appointed roles

Assistant Secretary and Treasurer need to be appointed within the next few meetings. Anyone who is interested should think about putting their name forwards in the coming meetings.

Moved that Declan is appointed as Morals officer and Phile is appointed as Sergeant-at-Arms. Moved by Robyn, Seconded by Darcy. Favoured by all, opposed by none.