

AUScA General Meeting - 22/3/17 – 6pm Seminar room Hub 348

Chair: Declan Price-Brooks

Minutes: Ellen Swan/Emi Schutz

Attendance: Declan Price-Brooks, Ellen Swan, Joshua Chey, Maggie Potts, Zane Marks, Phil Grace, Tobi Threadgold, Kahlia Primer, Michael Capoccia, Catherine Douglas-Hill, Emi Schutz

Apologies: Karl Asmussen

Observing: Brittany Howell

OUTLINE

1) Welcome

- a) Introductions
- b) New things this year
- c) Presidential Spiel

2) Office Space – Meeting with Executive Dean

- a) Authorisation to make representations to the faculty on behalf of AUScA, specifically in reference to procurement of fresh letters of affiliation and an office space for storage/organisational stuff.

3) Political Stance

- a) Renew statement of formal a political status (helps fend off the StuPol people)

4) General Meetings

- a) Fortnightly meeting times

5) Rostering

- a) BBQ (24/3/17)
 - i) Shopping/supplies/bookings
 - ii) Music
 - iii) Volunteers
- b) Ein-Stein Pubcrawl (7/4/17)
 - i) Rosters
 - ii) Online sales/boosting
 - iii) Correspondence emails
 - iv) Responsible (sober) people

6) Associates

- a) Summary of roles
- b) Volunteers
- c) Proposed Changes – downsizing

7) Sub-Committees

- a) Summary of roles
- b) Events requiring subcommittees
- c) What subcommittee do you guys think we need?

8) Sciball

- a) Invoice and minor details

9) Questions Without Notice

1. Welcome

- Hey, new committee yay!
- Introductions
- New things this year
 - Agendas will be more detailed, but you must read them beforehand, we won't backtrack
- Declan's Presidential Spiel
 - Working for the committee, team effort. Not a dictator (this is good)
 - Tell me if I'm doing something wrong/leading us astray

Declan is working for/with us, not against us

Throw things at him if he starts to go astray/AWOL

Contact Ellen prior to a meeting to bring up topics to discuss, or bring up at Questions Without Notice at the end of a meeting

2. Office Space – Meeting with Executive Dean

- Wish to seek an office space – gives us a more official appearance, place to store stuff (like 800 condoms) etc.
- Need to speak to Exec. Dean of Faculty of Sciences. What does the committee think?

We are formally affiliated with the faculty – given recent cooperation with them and formal letters of affiliation, can we have a meeting with Bob Hill to try and get an office space (for club usage – storage, legitimacy, meeting space)?

Would also like fresh letters of affiliation

Currently have 2 different lockers in the union, storage is messy at present - If we have an office, we could centralise storage, save disrupting other club meetings to access our lockers

3. Political stance

- Reaffirm our political non-alignment (especially after SRC/Union collaboration with magazine)

We get several other groups approaching us (e.g. at BBQs) who want us to distribute their flyers. If we do not know these groups, we do not really want to affiliate ourselves with them

A formal statement would make refusal much easier (especially during student elections)

Downside – can't deal with electoral candidates with student radio/SRC. Can only negotiate/affiliate with already elected members

Declan proposed we become formally non-politically aligned. Motion passed.

4. General meeting times

- Regular meetings (fortnightly), will also allow for subcommittee meetings to occur in the alternate week. Would like to try and decide on a time during this meeting, but if this is too difficult then Ellen can arrange a Doodle poll.

Doodle poll seems ideal. There was a majority for fortnightly meetings. Emi suggested two separate nights a month to allow all committee members to attend, if one night doesn't work for everyone.

5. Rostering

- BBQ this Friday 24th
 - Shopping for BBQ – Food order to be picked up by Ellen, will deliver to Uni Friday morning (from Coles/woollies in Findon)
 - What supplies do we have? Check the drawers
 - Need to book:
 - marquees (that are functional)
 - an esky
 - additional BBQ
 - organise rosters for the day
 - 9am – food drop off
 - 9:30am – setting up
 - 10:30am – start cooking
 - 11-3 – Run BBQ (snags ready to sell by 11)
 - 4pm – pack up
 - 2 people cooking, 2 people serving food, 1 person doing drinks and membership
 - Music – speakers/sound system?
 - Volunteers?

Ellen to make an agenda/poll on slack to try and find availability, so we can assign specific roles at BBQ

If possible, new committee members should drop past the pub crawl shirt stall tomorrow to see how the signup sheets operate

Book a Geology BBQ, and a Clubs BBQ (cost us \$65 but necessary as evidence for hosting BBQ for Clubs grant (\$118) according to Michael).

MLS BBQ booking is difficult – Britt said they have issues with us booking (need to do risk assessment, return gas cylinder full in order to book, and filling cylinder is difficult)

Phil can drive in, fill up the gas cylinder at 3pm?

Could cancel Clubs BBQ and use MLS instead, BUT we might lose \$65 from \$118 grant money if we cancel Adelaide club BBQ, and put us on bad terms → might be better to keep the Clubs BBQ. We can always book MLS and cancel it if needed

Michael can do BBQ safety training

Marquees from union can be bad (broken). There are some good ones, but it's a case of first in, best dressed → Book ALL of the marquees for the best chance of securing a functional one (Declan to book)

- Pubcrawl (Ein-Stein) Fri 7/4/17
 - Fix the remaining roster for this week (some days we are v short of people)
 - Thursday:
 - 10am – Khalia and Declan

- 11am – Declan and Michael
 - 12pm – ~~NO ONE~~ Maggie and Zane (yay)
 - 1pm – Josh + ~~need someone~~ Zane (yay)
 - 2pm – Tamika + ~~need someone~~
- Friday booked in western courtyard for sales
 - Co-Cos to boost the online sales after cash sales end this week
 - Need to get Arwa (or Cheryl) to forward correspondence emails re. Pubcrawl shirts
 - Check With Cheryl when they need numbers by, organise sales (online) to continue up until that date
 - Organise production of shirts as well as distribution strategy + roster, closer to date (distributed Thursday, seems silly to do on the Friday of pub crawl)
 - Need to assign 2 responsible, sober people (let's not leave this until the night before to organise)

Pub crawl sales somewhat low at this stage, but this is considered normal, especially as we haven't imposed a deadline yet → no rush for members. Also, vet science pubcrawl is on the same night, might be losing Roseworthy kids to that

Deadline options:

- Final numbers by this Friday 3pm (end of BBQ) for Cheryl?
- Or, could attempt to predict sales and have cutoff mid next week. Is a financial risk
- Or, say the cutoff is **Friday 3pm (physical), 4pm (digital), 5pm (official – when we send it to Cheryl)**, but order 10-15% more as extra for the late comers.

Declan proposed that we go with the latter option – Announce that the cutoff for physical/cash sales is Friday 24/3 at 3pm and online/digital sales is 4pm. 5pm is our official deadline, buy which time we will have sent the numbers to Cheryl, but we will not announce that 5pm is actually the deadline.

CoCos - Publish deadlines tonight on Facebook for members

Monday – CoCos to post a message to Facebook group to say there are extra shirts available for those who forgot to order. Also stock up extra shirts on website

Shirt costings: ~\$12.90 for each shirt for under 200

Are trestle-tables booked? Trestle tables are booked for shirt ordering, but not distribution.

Ideally have more than 1 day of distribution – Thursday/Friday. Possibly Wednesday if the shirts arrive in time.

Sober/responsible people – Zane and (maybe, need to check) Karl, to call taxis, make sure people are okay (usually get really drunk at first pub) (THANKYOU)

We should advertise drink specials available on the night (at the discretion of CoCos)

No concrete food specials on the night (Zambreros is a bit flaky) → Declan to cold-contact food places to see if we can get food deals

The London aren't super happy with our late notice - we should tread carefully/try not to ask too much of them for now
Declan to do a risk assessment for the pubcrawl

6. Associates

- What is the role of associates?
 - Summary of the role of associates.
 - Are not elected, but are chosen by the committee. If position opens on the committee, then an associate can be elected to the position. Attend meetings, helping with organising and running club events. Still a face of the Club. Chair of the meeting has the right to remove the associates (as a whole) from a meeting for a vote (mostly for private matters), but otherwise they have voting rights at meetings. Can join sub-committees, but cannot (?) be the officer (which needs to be appointed by the Committee, as well as an assistant)
 - Volunteers for the association (e.g. if you have a friend who wants to help out with one event, e.g. Battle of the Sciences last year) are able to join sub-committees
 - What worked well last year, and what didn't. This is what we would like to change this year...
 - Downsizing the role of associates/appointing less
 - Need to be committed, don't want to use it as a commiseration for people who lost at the AGM
 - Later on in the year committee dropoff (If things are too much/workload too much/not resigning/not enacting overseas study provisions) can be accounted for

Associates necessary –there are only 12 committee members, and would be very difficult to successfully run club with only 12 members

Social media got 'clogged' by having so many associates. Perhaps we should downsize.

Don't want the Associate position to become a commiseration for lost positions at AGM

In 2015 we had a spreadsheet of volunteers and their capacity → might be a good idea to revert to this

We could try not appointing associates this month, and see how it goes
Can still use volunteers

We could make a facebook post – would you like to be involved with the club? Come to this meeting... etc.

For continual volunteers, we could then grant them the title of associate to keep them engaged.

Lots of members are asking if they can be Associates/what's happening with Associate committee members

→ Can just tell people that we are currently restructuring the club at present

Motion - Wait a month and see how we go with just volunteers, and not associates. Bring up the topic at each fortnightly meeting for review.
Motion passed.

Side note: Can associate have appointed roles? There are 4 Appointed roles
- Sargent at arms – helps resolve conflicts
- Morals officer – record the debauchery of the committee and enter it into the records. Good to look back at historically
- Deputy secretary
- Deputy treasurer

(More information in Constitution)

7. Sub-committees

- Outline the roles of sub-committees.
 - AUScA runs many (very good) events – some are big (e.g. ball), some are smaller and easier to organise (e.g. movie night, pub crawls). Larger events require more organisation, and are easier done as a whole committee. Smaller events do not require as much man-power, so do not require the whole committee. In this case, a smaller group of a people (sub-committee) is assigned to organising the event. An officer is assigned by the committee to head each sub committee, as well as an assistant. The Officer reports all decisions, and is answerable to the General Committee.
- Gives officers the opportunity to practice a role of authority, but with the safety net of the committee stepping in if needed
- Which ones are the most important/what events should we keep subcommittees for?

Start thinking about which sub-committees should exist and what to be involved i

8. Sciball

- Need to organise to pay the invoice, which is due by the **23rd of March**
- Other details need to be addressed – menu (deciding on courses), decorations, advertising, sales)
- Promotion of the ball needs to start veeeeeeery (very) soon

Kahlia: Venue picked Published Art House

Draft budget available to look at

Invoice for deposit needs to be paid by 23/3/17

Moved: pay the deposit \$1100 to Published Art House (Declan Price-Brooks)

Seconded (Maggie Potts)

Carried

Capacity - Up to 300 people, aiming for min 250, aiming to break even but small loss ok (Michael Capoccia)

9. Questions Without Notice

Observers

Club members are welcome to observe meetings.

We should have a consistent meeting place (as Tobi highlighted re. Lost firsties) which is published, ideally with a map.

Need a way to record attendance.

Can ask observers to leave for sensitive matters/hold an on-camera meeting

Hub screen – we can now advertise on this

Put up posters in science buildings (e.g. advertising pubcrawl etc.), especially where first years are likely to have classes

Arrive to lectures early and give a spiel? Although don't want to look like SALT.

Could write on whiteboards before tutes and lectures

Chalk on pavement outside hub? Also SALT-y

Declan to communicate process for hub screen advertising to CoCos

Unexplained spending brought up at AGM - Joshua Chey said stripe fees high due to \$21,000 turnover on website

Michael Capoccia said we can conduct a proper investigation but personally believes it's not worth the effort

Declan Price-Brooks proposed to discuss further at next meeting

Michael Capoccia anyone want some pens?

Tobias - give out pens at unibar bingo night

Meeting closed 7:11 pm