



General Council Meeting

John Paul II Meeting Room

08 April 2019

Minutes written by Lauren Italiano

Attending

Monte Nathan (President)
Kirralee Coulter (Vice-President)
Mat Stasak (Treasurer)
Lauren Italiano (Secretary)
Kaitlin Thorpe (Academic Director)
Tessa Harris (Women's Officer)
Grace Cuddihy (International & Residences Officer)
Olivia Trahair (Events Director)
Heather Urry (Assist Officer)
Charlotte Lee (Deputy Events Officer)
Maneesh Kelly (Sponsorship Officer)
Eloise Ashton (Environment Officer)
Thomas Desmond (Clubs Director)
Benji Rabeling (Equity & Access Officer)
Brodie Mack (Welfare Director)
Macy Gregson (Mature & Postgraduate Officer)
Bree Macaulay (Sport & Health Officer)
Laura Watson (Proxy, Macy Gregson)

Attending via proxy

Macy Gregson (Mature & Postgraduate Officer)

Apology

Amy Terzi (Media & Publicity Officer)

Absent

Opening

Monte opened the General Council Meeting of the Student Association on 8 April 2019 at 6:04pm.

Agenda Items

1. Acknowledgment of Country/Silent Reflection

Monte reads through the acknowledgment of country. The Council observes a 30 second silent reflection.

[Equity and Access Subcommittee Nominee Presentation]

Benji introduces Kevin. Kevin says he is very passionate about what he would like to achieve on the Council and about raising awareness for his particular area of disability. Benji asks if he has any particular ideas for what he would do in the role.

Brodie leaves at 6.07pm. He and Olivia return at 6.07pm.

Kevin says he would begin by sitting down with people with disabilities and talking with them about how they feel they can best be assisted. Grace says that she knows when Kevin speaks he is very passionate and his ideas are well thought out. Monte asks how Kevin heard about the Committee and Kevin says he has received the Student Association emails. Lauren asks if Kevin has any priorities for what he would do in the role. Kevin reiterates that he wants to be able to listen to students' concerns and provide feedback on ideas raised in the disability area.

Bree arrives at 6.12pm.

2. Passing of last meeting's minutes

Monte asks if any council members who attended the last meeting have any amendments. Monte moves to pass the last meeting's minutes as amended as an accurate representation of the last meeting. Seconded by Kirralee. All councillors are in favour. The motion is passed.

3. Proxies/Apologies

Apologies received – Amy Terzi

Monte moves that the Council approve Amy's apology. Seconded by Maneesh. All are in favour. The motion is passed.

Proxies received – Macy Gregson

Monte moves that the Council accept Macy's apology and approve Laura Watson as Macy's proxy. Seconded by Brodie. All are in favour. The motion is passed.

Absences – Nil

4. Marketing Director Co-Opt

Kirralee raises the three nominations for the role of Marketing Director. She speaks to Oliver's nomination, and says that he asked to have a meeting with her in regards to the role. Grace notes that his application shows a lot of enthusiasm. Heather says that he has quite a clear idea of the way he wants to move forward as Marketing Director. Kaitlin notes that he is studying marketing which will be very helpful. Charlotte notes he is doing an internship, and Kirralee agrees and says that this means he will not be taking time away from the NDSA to do an internship later. She also says that Vicki from University Marketing contacted her to say that Oliver had spoken with her and expressed real interest in the role. Kirralee likes that he is hoping to do more original designs, and that he is familiar with Photoshop which would enable him to work well with Amy.

Kirralee speaks to Jackson's nomination, and notes that he was the earliest to express interest in the role. Maneesh says that Jackson is a close friend and has subsequently told him that he thinks it is really important to express interest and apply for roles such as this. Maneesh says Jackson is good at most things he attempts. Monte notes that Jackson is also familiar with Photoshop which is a real bonus.

Kirralee speaks to Madeline's nomination. Tom says that he has previously worked with Madeline for a show, where she was responsible for the marketing. He says that she did very well marketing that event even though there was not much to base her strategy on.

The Council votes. Oliver Cheveralls receives the most votes.

Motion	<i>To co-opt Oliver Cheveralls to the role of 2019 NDSA Marketing Director</i>	Moved: Kirralee Seconded: Tom	Abstentions: 0 Passed: All in favour
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5. President's Update

Monte moves that Council move in camera. Seconded by Maneesh.

Monte moves that Council move out of camera. Seconded by Maneesh.

Monte apologises that he did not have time to list his meetings. He asks councillors to review the Strategic Vision. He refers to the National Student Board and the Board's meeting on Thursday. He will raise gender neutral bathrooms, which are being taken nationally with a paper that Benji wrote. SAUNDA is keen to implement similar systems on the Sydney campus. He will be asking for updates in regards to the University's Assist Fund. He will be pushing for more incentives to be provided to NDSA councillors such as more extensive training, seats on more boards and committees, payments for councillors, and all positions being recorded on academic transcripts. He thinks this is very important, especially because lot of councillors feel the work load is too much and have to resign. Currently the incentive of being on Council is not enough to outweigh the work load.

Monte raises the Memorandum of Understanding with the University. This is not yet drafted but every other WA university has one. This does not have to be a lengthy or detailed document but it is very important to have one.

Monte also wants to ensure that a SSAF working party is established after this meeting. He asks if councillors have any other points to raise.

The Quickbooks update is as read.

Monte speaks to the changes that have been made in the NDSA office. This includes the new internet pole in the main area, which is not yet assisting with the internet, and also the rearranged furniture in the office. He hopes that this will make the office a more professional work and meeting space.

He notes that SAUNDA wants to collaborate more with the NDSA.

Monte raises the US Consulate and his meeting with them on Wednesday to discuss student issues. Grace asks him to find out if the Consulate is aware of the alcohol policy and its implications for US students on campus. She notes that all US students on campus who are in trouble talk to the Consulate.

Brodie asks about the West Australian newspaper. Monte says that the Council needs to make a decision as soon as possible in this regard. He notes that it would be the NDSA alone, as the University will not be contributing any funding. He suggests monitoring the levels of engagement that the other Guilds achieve on their campuses first. Eloise thinks a subscription might mean students read the paper for personal interest, but it would not be as much use from an academic perspective as it could not be cited as a source.

6. Vice-President's Update

Kirrilee asks councillors to keep elections in mind, and to let her know if they can assist on the election tribunal if they are not running again.

The free food update and Prindiville Hall Blessing update are both as read.

Councillor business cards will be reprinted. Amy sent an email out to the people affected, so those councillors should reply

The staff donations update is as read.

7. Treasurer's Update

Monte raises the new accounting software, Quickbooks, and refers to the profit and loss statement for March. The Sponsorship department is doing particularly well. He asks councillors to email Mat if they have any questions about their funding.

Mat raises the idea of a pre-load card for Council expenditure but thinks that even then there may still be issues with people spending more money than they have requested, and then submitting reimbursement forms later. Monte suggests implementing a 20% buffer into all councillor expenditure requests. Maneesh clarifies that the Council needs to be conscious that the buffer might be spent when approving expenditure, and clarifies that the buffer would just be for internal use.

8. Academic Update

The textbook policy is as read.

Kaitlin raises food for exams. She would like to change the \$20 budgeted to be spent on fruit to \$50. Kirralee clarifies that this free food is not for all students, but it would just be to go in the reception areas for Nursing and Education. There is discussion about placing posters in Prindiville Hall or Drill Hall to let people know about the free exam food, but Monte suggests the alternative of sending out school specific emails.

Motion	<i>To expend \$144.50 on food for the final exams for Nursing and Education.</i>	Moved: Kaitlin Seconded: Brodie	Abstentions: 0 Passed: All in favour
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9. Mature & International Update

The update is as read.

10. Assist Update

Heather would like to set up the food pantry as soon as possible. Kirralee suggests approving the free food packs, and then getting the food pantry set up and adding to it on an ongoing basis.

Heather draws attention to the two different options of fruit and nuts or muesli bars and thinks the fruit and nuts would be fine.

Motion	<i>To expend \$120.69 on food for the food pantry.</i>	Moved: Heather Seconded: Kaitlin	Abstentions: 0 Passed: All in favour
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11. Equity & Access Update

Benji refers to the two applications for the Equity and Access Subcommittee. He notes there are 10 positions generally available for the Subcommittee. He says he has received interest from three other students, however they have not submitted applications. He asks for councillors' thoughts on extending the application period. Monte suggests establishing the Subcommittee now, but leaving it open for other interested students to apply to fill the available positions.

Motion	<i>To approve the nomination of Kathleen Urquhart as a member of the 2019 Equity and Access Subcommittee</i>	Moved: Benji Seconded: Kirralee	Abstentions: 0 Passed: All in favour
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Motion	<i>To approve the nomination of Kevin Cloghan as a member of the 2019 Equity and Access Subcommittee</i>	Moved: Benji Seconded: Brodie	Abstentions: 0 Passed: All in favour
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Kirralee clarifies whether the club equity representatives are aware that the Subcommittee will be starting shortly and Benji confirms that he will get in touch with them.

Motion	<i>To hold the Reconciliation Week BBQ on Wednesday 22 May.</i>	Moved: Benji Seconded: Grace	Abstentions: 0 Passed: All in favour
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Benji raises IDAHOT which he is in the process of planning with the assistance of STRIPES. Lauren confirms that the day is also planned in consultation with the University. Monte suggests that Benji discuss the plans with Ervina Ng and suggests that he attend the weekly Thursday meeting with Ervina, Monte and Kirralee.

Benji raises the artwork around campus, which he hopes to organise labels for. Monte suggests raising this with Ervina first, also at the Thursday meeting.

12. General Business

Events

Charlotte wants to do another free food event before semester ends. She thinks Weeks 10 or 11 would be best. She knows some schools will already be off campus. She would like to cook pancakes, as something different to a BBQ. She would get pancake mix and cook the pancakes on the BBQ, as a morning event. There is general agreement with this idea. Eloise thinks it might be cheaper to buy bulk ingredients and make the pancake mix. Brodie suggests collaborating with Red Frogs. Charlotte thinks a Wednesday would work best. Grace and Bree think 1 May 2019 would be best.

Motion	<i>To run a free food event, serving pancakes, on Wednesday 1 May.</i>	Moved: Charlotte Seconded: Olivia	Abstentions: 0 Passed: All in favour
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Olivia confirms that the ball theme is 'Yule Ball'. She would like to host one more event this semester, and suggests the alternative ball theme option (fairytale) as the theme for that event. The event would be a murder mystery night. The residences held this event last week and it went really well. She will talk with them to ask for ideas about running the event. The money is coming from the funds saved by not hosting a cocktail night. She thinks it would be very different and exciting event. She would like to host it in Week 13 on May 24th. Maneesh notes that students might still be handing in assignments, but Olivia replies that as the last day of semester they should not be. Kirralee says that ND3 is already booked for Thursday, Friday and Saturday of both Weeks 12 and 13. Eloise suggests Week 11. Tessa suggests hosting the event in the foyer of ND4, which Eloise notes is partitioned on the upper levels

Charlotte leaves at 7.11pm.

Brodie thinks the same problems this event has previously encountered will apply for any End of Semester event. Kirralee notes that it is hard to know if it is the timing or the theme that is the problem with the End of Semester events. Maneesh suggests holding it the week before Semester 2 begins. Olivia says that will not work as well because it is Orientation Week and she wants to do another event in Week 1. Monte and Kirralee suggest the Friday of the second week of exams. Lauren suggests hosting the event then and combining it with an end of exams celebratory drink deal, for those who solve the mystery to get a free drink at the Orient. Kirralee is concerned that Week 11 will be too soon to organize. Olivia says that it would be possible, with the co-operation of the Council and PAANDA, and if marketing works really hard.

Charlotte returns at 7.14pm.

Motion	<i>To hold a Murder Mystery Night event on Friday 10 May.</i>	Moved: Olivia Seconded: Brodie	Abstentions: 0 Passed: All in favour
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Olivia thinks \$5 tickets would be appropriate. It would include some food and drinks. Kirralee suggests \$10 tickets and then \$5 tickets for discount members or flash sales, and residences. Bree agrees that \$10 is appropriate especially if the canapes are marketed.

Motion	<i>To sell tickets for the Murder Mystery Night at \$10 general admission, and \$5 for discount members.</i>	Moved: Olivia Seconded: Charlotte	Abstentions: 0 Passed: All in favour
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Olivia raises the murder mystery kit. She notes that PAANDA has previously used the same one. Grace says that Residences has also previously used it. It is a full kit, and includes invites, characters and the story.

Motion	<i>To expend \$140 to purchase a Murder Mystery Kit from Night of Mystery.</i>	Moved: Olivia Seconded: Tom	Abstentions: 0 Passed: All in favour
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Olivia says she would like to host a quiz night as the Start of Semester event for second semester. She would like to host it the Thursday of Week 1 which is 1 August. Monte notes that Campus Ministry has ND3 booked for that date. Grace suggests asking if Campus Ministry want to collaborate. Olivia will speak with them.

She thinks tables should be for 8 people and that tickets should be sold at \$10. Kirralee suggests selling tickets at \$15 and offering a group ticket. Grace also suggests offering a discount to clubs who put a team together. Maneesh notes that they will get a discount if they put a table together anyway, but Grace notes that the NDSA really wants to encourage club involvement. Grace is concerned about the price, but Olivia says that hopefully there will be a

pop-up bar as well as prizes, although food will be BYO. Monte thinks the event will not be too expensive and thinks the tickets could be lower. Olivia says the main expenses will be the bar and the prizes, and potentially Quiz Meisters. She thinks it would be worth hiring Quiz Meisters to run the quiz night to have a more professional atmosphere. Kirralee thinks it would be a good point of difference. Olivia notes that the NDSA would have to host the quiz night if it was to be themed, because Quiz Meisters only does general knowledge. There is general consensus that general knowledge would be better. Olivia says that it would be \$660 to hire Quiz Meisters to set up and present the event. Monte thinks this would be very expensive with the pop-up bar. Olivia thinks the Council could run the bar, especially as some councillors have their RSA. Lauren thinks the money would be better going towards Quiz Meisters, as people will be happy with drinks even if they are just served by Council members.

Tessa leaves at 7.29pm.

Monte notes that having the staff run the bar worked well at the Clubs Awards Night.

Motion	<i>To hold a quiz night event in Semester 2.</i>	Moved: Olivia Seconded: Tom	Abstentions: 0 Passed: All in favour
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Olivia notes that she has been employed by Quiz Meisters. Lauren asks if she knows of any cheaper or better options. Charlotte says that no other companies have responded to their queries. Olivia reiterates that Quiz Meisters's costs covers the whole set-up.

Motion	<i>To expend \$660 on hiring Quiz Meisters to run the quiz night.</i>	Moved: Olivia Seconded: Tom	Abstentions: 0 Passed: All in favour
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Tessa returns at 7.31pm.

Olivia raises quiz night prizes and suggests offering two tickets to the Ball, or the Hyatt room deal. Monte suggests a raffle. Kirralee thinks it would be better to keep the rooms for the general ball ticket sales, but likes the idea of raffling off some ball tickets. Olivia thinks the event would involve a 5.30pm set up, 6.30pm start and 9pm finish. There is general agreement that this would work well. Olivia will talk to Maneesh about Discounts' assistance with prizes for the quiz. She would like a first, second and third place prize.

Motion	<i>To start the quiz night at 6.30pm and end it at 9pm.</i>	Moved: Olivia Seconded: Brodie	Abstentions: 0 Passed: All in favour
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Motion	<i>To sell tickets to the quiz night for \$10 to general admission and for \$7.50 to discount members.</i>	Moved: Olivia Seconded: Kirralee	Abstentions: 0 Passed: All in favour
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Welfare

Brodie raises Wellness Week and thanks everyone for their contribution. He says that on Spiritual Health Day there not many activities, but the Acknowledgement of Country was well received as everyone in the hall at the time stopped and listened. Campus Ministry handed out free tea and coffee and was an opportunity to remind students that Campus Ministry is available to support them. Grace thinks it would be nice in future to have some other faiths present.

Brodie speaks about Physical Health Day and thanks Bree and everyone who helped out late on Monday night to organize it. The yoga was a massive success with about 25 people attending, which was much more than previously, and also more than the regular yoga events that the University

runs. Tom notes that he has heard many people say they would be happy to participate if it was run again. The juices sold really well, although the Mario Kart did not get as much traction.

Brodie thanks Monte and Tom for organizing clubs, and says that although there were only a few clubs there on Social Health Day they all had a great time and Bridge of Love made a great iced coffee. The BBQ also went well.

Mental Health Day went well in terms of raising awareness of the services available on campus. Brodie heard a few people say they were going to make appointments with counselling. George Bode was well received, although only there for a short time. Brodie plans to organize a petting zoo for the next Mental Health Day.

Brodie congratulates Tessa on organizing the Friday of Wellness Week and says the free food went really well.

Clubs

Monte says that ND United was not affiliated by the University as the President was not a student. Grace asks whether the Constitution and application for affiliation requires that club applicants be students and Monte says this is the case. He has been in contact with Ashley from the club and they are looking for a new president.

There is no update in regards to Rural Health as Monte is still waiting to hear back from them.

Grace raises concerns over the classification of clubs as 'school-based' or 'special interest' and suggests a third category of 'community.' Tessa thinks it would be better for the clubs to decide and Monte agrees. There is general consensus that it could be an option to change 'special interest' to 'community'. Monte notes that the University's affiliation policy contains labels

so any changes to the labels would need to be approved by the University. Monte suggests that he, Tom and Grace write a submission to the University.

Lauren presents a funding request from NDNS for \$225 for a graduate function. Monte notes that this is not within the club funding guidelines, and is concerned that they will be left with no funding for second semester. He thinks the funding could be better used, to help raise more funds. Grace is concerned that there will be no funds remaining for nursing students in second semester.

Grace leaves at 7.56pm.

Monte notes that it is the role of the NDSA to ensure money is spent as best it can be. Kirralee says that the funding proposal shows NDNS was hoping to run a Bunnings BBQ through donations, and thinks it could be better run through the funding they are currently requesting for the function. Monte thinks we should reply to NDNS and provide suggestions as to other ways they could use the funding.

Grace returns at 7.58pm.

Eloise notes that NDNS might really need the money now, given they have made a tentative booking. Monte notes that the Council can pass the funding request via circular resolution if necessary.

Motion	<i>To approve the NDNS funding request of \$225 for a graduate function</i>	Moved: Lauren Seconded: Eloise	Favour: 2 Against: 15 Abstentions: 0 Passed: The motion is not passed.
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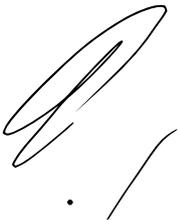
Grace raises the Young Soroptimists Club talks and suggests it could be useful for Tessa to attend. Tessa will try and attend where she is available.

Academic

Kaitlin refers to the Welcome Booklet. It will hopefully be put in Welcome packages, and the draft will go to Marketing to be finalised. Maneesh says that the businesses on the discount page need to be reviewed to ensure that only businesses which provide discounts exclusive to the discount program are on there. Kaitlin notes that the QR code on the discounts page links straight to the discounts web page. Monte thanks Kaitlin for putting this booklet together. Benji clarifies that there will be space for clubs and Kaitlin confirms this is the case. Bree suggests including a description of the NDSA roles. Kaitlin is unsure about how personal to make the booklet. Lauren suggests including just one line to say what each representative is the primary contact person for. Bree notes that the Founders Cup event needs to be clarified before it is printed. Brodie thinks that it will still remain as football, possibly with another sport event as well.

Closing

Monte closes the meeting at 8.07pm.



Montefiore Nathan
President
Notre Dame Student Association