

General Council Meeting
John Paul II Meeting Room
3rd December 2018
Minutes written by Lauren Italiano

Attending

Monte Nathan (President)
Kirralee Coulter (Vice-President)
Lauren Italiano (Secretary)
Brodie Mack (Welfare Director)
Abbey Morris (Marketing Director)
Kaitlin Thorpe (Academic Director)
Tessa Harris (Womens' Officer)
Maneesh Kelly (Sponsorship Director)
Grace Cuddihy (International & Residences Officer)
Shiloh Blondel (Sports Officer)

Attending via proxy

Nil

Apology

Macy Gregson (Mature Age and Postgraduate Officer)

Absent

Mat Stasak (Treasurer)
Thomas Desmond (Clubs Director)
Olivia Trahair (Events Director)
Benji Rabeling (Equity & Access)
Heather Urry (Assist)
Eloise Ashton (Environment)

Opening

Monte opens the General Council Meeting of the Student Association on 3 December 2018 at 6:02pm.

Agenda Items

1. Acknowledgment of Country/Silent Reflection

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

2. Proxies/Apologies

Apologies received – Macy Gregson

Proxies received – Nil

Monte moves that the Council approves the apology application. Kirralee seconds the motion. The Council unanimously approves. The motion is passed.

3. Co-opting

Kirralee notes that there are two unfilled positions on the Council. She notes that the election committee received many expressions of interest but only one application form has been submitted for the two vacant positions. She notes that if there were multiple candidates we would discuss all of the applications and make a decision. Although there is only one application, the Council can still discuss whether it thinks the candidate would be suitable. Alternatively the Council can decide to continue to advertise that the position is vacant. The applicant Amy Terzi expressed interest early on and has kept in contact. Grace thinks that this early expression of interest and enthusiasm are points in favour. Brodie says that he knows Amy personally and thinks that she would be a good candidate. Shiloh affirms Grace's and Brodie's comments. Monte notes that Amy just missed out on the deadline. Kirralee says she sent an email reminder before applications closed but Amy missed it and so was late to submit her application.

Kirralee moves that Amy Terzi be co-opted as the Media & Publicity Officer for 2019. Grace seconds the motion. The Council is unanimously in favour. The motion is passed.

Kirralee says that she will contact Amy to let her know she has been co-opted.

Kirralee says that we will continue to advertise for Deputy Events Director, as we have to fill it within 30 days of the 2019 Council's term beginning.

Abbey asks if this means editing the promotional material she has made advertising for the roles. Kirralee confirms that the material will need to be edited to reflect the fact that the Media & Publicity position is now filled.

4. President's Report

Monte welcomes members to the Council and congratulates everyone for being elected. He notes that he is excited for the year ahead, and looking forward to the retreat on 6th-8th December.

Monte clarifies that attendance at Council meetings is important in order to meet quorum. At least half the Council must be present at each meeting or the Council cannot pass motions.

Monte notes the retreat day schedule will be posted soon. He notes that the initial plan to include a sleepover is not possible. He notes that the retreat extends over three days and recognizes this is a big commitment but says it is really important and thanks members for coming. Monte asks if there are any questions. Shiloh clarifies that the retreat is Thursday to Saturday and not Sunday. Maneesh clarifies that they are full days. Grace asks where the retreat will be held. Monte confirms the first day will be held in the education building and then Prindiville Hall will be used for the second and third days. Monte notes that this retreat will be run very differently from previous years.

Monte asks if anyone has had trouble accessing their emails. Shiloh says she had issues but they have been resolved. Kaitlin notes that she is still having trouble. Grace notes that this could be because you cannot simultaneously be logged in to two accounts. Shiloh notes that you can if you have the accounts open in different browsers.

Monte notes that all the emails sent to councillors in regards to Trello should be ignored as they provide links that no longer work as he has used them all to activate all Council members' Trello accounts.

Monte confirms all councillors now have a digital signature and notes that basic email etiquette applies to all emails.

Monte asks if anyone has not received a handover. Shiloh says that she has received about half of the Sports Officer handover. Maneesh says that he has had a meeting with the outgoing Sponsorship Director, but has not yet received handover documents. Grace says that she is still missing quite a lot of information from the outgoing International & Residences Officer.

Monte notes that the handover process is changing. Grace says that the handover period takes place at a busy time in the middle of exams. Monte suggests that we should look at writing handovers earlier.

Monte asks if there are any more questions, and notes office holders should ask questions of directors.

Monte notes that the Notre Dame Student Association (NDSA) Constitution is on the NDSA website under the governance tab. Kirralee notes that there is a hardcopy of the most current version in all councillors' folders.

Monte notes the standing orders are also in the folders and suggests councillors read them before retreat. Monte notes that all councillors should be familiar with their terms of reference but if they have any questions they should feel free to talk to the executive members.

Monte concludes by saying that councillors should feel free to ask questions at any time in trying to fulfil their roles.

5. Vice-President's Report

Kirralee notes expenditure for the Council shirts does not technically need to be passed by the Council but says that it will be good if the Council has input into this year's shirts.

Kirralee points out the design with the small NDSA logo on the front and the words "For Students, By Students" written on the back, which has been the design for some years. Kirralee notes that tie-dye has been used previously to create the NDSA shirts, but says this time the pattern will include a swirl. She also notes that the shirts will be purple for continuity with previous years.

Kirralee notes the different style shirts for women and men and says councillors can pick which they are most comfortable with. She notes it would be handy to get two spares of each type in a large size, because we have two roles empty and may need spares generally. Grace suggests getting a medium and a large size spare of each type. Kirralee agrees for the womens' and asks about the mens'. Lauren suggests that two large size spares would be fine. Kirralee agrees. The Council agrees that having spare shirts would be useful.

Kirralee asks councillors how much dye they think is necessary. Shiloh and Grace note that it is better to have too much than too little. Maneesh notes that we may be dyeing extra shirts so purchasing extra dye is a good idea.

Tessa suggests getting three packets of dye, and Shiloh notes that if that is still not enough the dye can be diluted slightly.

Kirralee notes that the cost of the shirts does not include screen printing.

Maneesh asks when it is necessary to wear the shirts. Kirralee notes that the shirts are to be worn for NDSA events on campus but it is also good presence on campus for the NDSA if councillors wear them at other times too. Monte notes that the executive is looking into other shirts that are more professional.

Kirralee moves that the Council approve expenditure of \$160 for 21 plain shirts and 3 packets of dye. Tessa seconds the motion. The Council is unanimously in favour. The motion is passed.

Kirralee notes we will be dyeing the shirts on retreat days.

Kirralee notes that the Council attended enrolment day today and it was a very relaxed event. She says that it was a good chance to be visible and help new

students and hopefully they will remember the Student Association when they come on Orientation Day.

Kirralee notes that the summer timetable is available, but not the 2019 Semester 1 timetable. She says councillors should be ready to submit preferences early for their timetables in order to co-ordinate NDSA meetings.

Kirralee asks councillors to still send through their unavailability if they are enrolled in a summer unit.

Kirralee says that the expenditure was less than was written; it was \$138. This is because the executive had plans to do mocktails for enrolment but saw Notre Dame doing them so thought the NDSA should leave it.

6. Clubs Report

Monte says that he is submitting this paper because most of the things happened during his term as Clubs Director, and Tom is unable to be at the meeting tonight.

Monte notes that clubs must reapply for offices and workspaces each year. Grace asks whether all the spaces are usually filled, and filled quickly, because THUNDA doesn't know who is part of its club until the beginning of semester and so could be at a disadvantage. Monte notes that if the number of workspace applications is not as many as the number of workspaces then the Clubs Director will approach clubs to ask if they want to apply.

Monte notes that we have received five office applications and we have five offices. Monte notes that usually clubs will keep the offices they were in previously, and that this works well because the Nursing Society (NDNS) would like the office that was unoccupied this year. Monte notes that the Business Society (NDBS) has a slightly bigger office than the Law Society (NDLSS), and NDLSS is currently using an office and a workspace to have enough storage space, whereas NDBS needs less space. Monte recommends exchanging the offices. Tessa seeks clarification as to whether NDLSS would be losing its workspace. Monte notes that he met with the NDLSS president who has confirmed that NDBS' current office would be enough space for NDLSS. So the current NDLSS workspace can be used for another club.

Monte notes that NDSA members who are presidents of other clubs have a conflict of interest if a motion is with regards to their club, and they should abstain from voting on that motion.

Monte moves that we adjourn the meeting at 6.36pm. Kirralee seconds the motion. The Council is unanimously in favour. The motion is passed.

Kaitlin leaves the room at 6.36pm.

Monte re-convenes the meeting at 6.38pm.

Monte moves that we approve the Performing Arts Association of Notre Dame Australia's (PAANDA's) application to keep its current office. Brodie seconds the second motion. Kirralee abstains from voting. All other councillors are in favour. The motion is passed.

Monte moves that we approve the Education Society's application and that the club should stay in its current office. Maneesh seconds the motion. Tessa abstains from voting. All other councillors are in favour. The motion is passed.

Monte moves that we approve the NDBS' office application and that the club be allocated the current NDLSS office. Shiloh seconds the motion. The Council is unanimously in favour. The motion is passed.

Monte moves that we approve the NDLSS' office application and that the club be allocated the current NDBS office. Grace seconds the motion. The Council is unanimously in favour. The motion is passed.

Monte moves that we approve the NDNS' office application and that the club be allocated the currently empty office. Shiloh seconds the motion. The Council is unanimously in favour. The motion is passed.

Brodie notes that Bridge of Love appear to have applied for an office. Monte confirms that the club clarified the application is only for a workspace.

Monte notes that all clubs currently with a workspace and that have reapplied for a space will keep those same workspaces. All workspaces have a cupboard except for the Society of Archaeology and History Notre Dame (SAHND) because its cupboard is used by PAANDA for additional storage.

Monte moves that we approve Bridge of Love's workspace application. Brodie seconds the motion. The Council is unanimously in favour. The motion is passed.

Monte moves that we approve Red Cross' workspace application and that the club keep its current workspace. Tessa seconds the motion. The Council is unanimously in favour. The motion is passed.

Montes moves that we approve the Labor Club's workspace application and that the club be allocated an empty workspace. Brodie seconds the motion. The Council is unanimously in favour. The motion is passed.

Monte moves that we approve SAHND's workspace application and that the club be allocated the current NDLSS workspace. Maneesh seconds the motion. Kaitlin abstains from voting. All other councillors are in favour. The motion is passed.

Monte moves that we approve the Notre Dame Bible Fellowship's workspace application and that the club maintain its current workspace. Brodie seconds the motion. The Council is unanimously in favour. The motion is passed.

Monte notes that in the special conditions of PAANDA's application they applied for an additional cupboard. Monte moves that we approve that PAANDA maintain use of the cupboard it currently uses for storage. Brodie seconds the motion.

Kirrilee abstains from voting. All other councillors are in favour. The motion is passed.

7. General Business

Grace notes that the week of Orientation Day is the first week in the country for international students. She says that dates will be provided to councillors in regards to events which will be taking place for the international students, so that NDSA members can be involved.

Closing

Monte closes the meeting at 6.47pm.



Montefiore Nathan
President