

Agenda of the Welfare Committee - Meeting 7(22)

*Meeting Agenda*

11am, 22<sup>nd</sup> June 2022

Location: Zoom

Link:

<https://unimelb.zoom.us/j/8849148626?pwd=OTI4RGIKY0FVaktwM1lzV01sQjA2dz09>

Password: 691589

**Agenda**

Open the meeting when there is quorum (5/7 Committee members). "I declare this meeting opened at [time]."

**1. Procedural Matters**

**1.1 Election of Chair**

**Motion 1:** That Shuyan 'Lynne' Bian be elected Chair

**Mover:** Shuyan 'Lynne' Bian

**Second:**

**1.2 Acknowledgement of Indigenous Owners**

**1.3 Attendance**

Monnie Mair

Edward Wu

Ana Jeong joined at 11:13

Jialiang Yu

Tobey Glover

**1.4 Apologies**

**1.5 Proxies**

**1.6 Membership**

**1.7 Adoption of Agenda**

**Motion 2:** That the Agenda as presented be adopted

**Mover:** Lynne Bian

**Second:** Monnie Mair

## 2. Confirmation of Previous Minutes

**Motion 3:** the previous minutes as presented be adopted

**Mover:** Lynne Bian    **Second:** Jialiang Yu

## 3. Matters Arising from the Minutes

### 4. Correspondence

### 5. Office Bearers' Reports

Lynne gave a verbal report: we have reflected on what has happened in the semester and looking at how we can improve next semester

this report is based on knowledge we have before the p & l came out and written to the best of our knowledge.

For all the purchases that we have made we have categorized them into nine categories. I'll start explaining the rationales behind purchasing all the product starting from the category that took up most of our expenses, breakfast bars and up & go. This purchase is under welfare breakfast. With the help of our volunteers, we have been giving up & goes and breakfast bars to student every day outside of unit house. This is an extension of the welfare breakfast that the welfare department has traditionally providing for many years. This semester we served students with packaged food with the goal of covid safety and the benefits that students are able to quickly grab them on the way to lectures, along with the option to consume them later during the day. The cost for breakfast bar and up & go it's a sum of \$5182.796, take up 55% of the overall expenses. When we were drafting the budget this year at the start of the year, our expectation of expenses was \$29800 for the whole year and \$14900 for one semester. This leaves us 9717.204 of difference to spare from the planned budget.

Porridge and noodles from our Union mart take up the other 25% of the major purchase. Those items have been providing to the students' body to make quick and easy meals, especially for those who are living with food insecurities. We have spent \$ 2241.734, which indicated that we have underspent around \$5659.266.

Due to the fact that most of our supplies and food we have a students are quite basic. We think snacks such as chocolate, lollies and chips are good to giveaway as well. Another reason for it is that students who cannot afford basic living probably do not have access to those food either. Throughout the year we have spent 416.74, around 5% of our expense to restock snacks.

The expense of fruit is limited due to the fact that we have not locked in a stable supply and with my car delivery the fruits are unable to last a long time in the fridge.

We had a collaboration event for iftar with the people of colour department during semester one \$665.37 were spent

#### 6. Motions on Notice

**Motion 4:** Motion: To pass \$2000 from the Welfare 2022 Budget Line 'Special Projects/Events' to purchase supplies for the Winterfest Carnival event in collaboration with Disabilities Department: DisabiliTEA with Bubble Tea. Purchases will include but not limited to:

- Beverages
- Toppings
- Containers, bottles and straws
- Snacks
- Bubble tea kits

**Mover:** Lynne Bian      **Seconder:** Monnie Mair

**Toby:** could you explain why is there a 2000-dollar allocation. It seems like quite a lot

**Lynne:** the event will be taken in two parts. The bubble tea we provide for students on the day and kit that they can take home with. This event aims to serves 200-300 students. Each drink is around 4-7 dollar while the kits around 10-25 dollars.

**Motion 5:** Motion: To pass \$2000 from the Welfare 2022 Budget Line 'Special Projects/Events' to purchase supplies for the collaboration with the people of colour department.

**Mover:** Lynne Bian      **Seconder:** Edward Wu

#### 7. Motion without notice

#### 8. Other Business

#### 9. Next Meeting

See you in July!

**10. Close**

**Meeting Close- 11:31**